

October 08, 2024 Minutes

Committee Meeting

Glenwood City Council met for committee meetings on Tues, 10.08.2024 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: Mike Lines, Christina Duran (via phone), Laurie Smithers, Natalie McEwen & Donnie Kates. City employees: Chief Johansen, Fire Chief Gray, Amber Farnan, Dannielle Arnold, Jamey Clark, and Guest Jake Zimmerer, Ryan Meredith & Alex Reese

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

Copy Machine Quotes-

- JQ Office- Kyocera brand 3 tier color system. Billing is departmentalized, fleet service, toner shipments at no cost, techs have remote access for troubleshooting, 4 hr service guarantee, single line dealer, 649.65/ mo for 63 months
- Access Systems- Sharp brand with 1 tier color system. Access has a buy out clause, can access remotely, 4 hr service guarantee, Lease 415/mo Service 151.48/mo for 60 mo.

Budget & Finance

- Discussed fund accounting & general budget

City Council Minutes

Glenwood City Council met in regular session on Tues, 10.08.2024 at 7:01 pm in Council Chambers. Mayor Angela Winquist called the meeting to order with the following present Council Members: Mike Lines, Christina Duran (via phone), Laurie Smithers, Natalie McEwen & Donnie Kates. City employees: Chief Johansen, Fire Chief Gray, Amber Farnan, Dannielle Arnold, Jamey Clark, Guests: Jake Zimmerer, Jessica Brooks, Amber Landolt & Joe Foreman.

Pledge of allegiance was recited

Motion Smithers/ 2nd Kates to approve the consent agenda as printed: Agenda, Abstract of Claims #7, 9.24.24 Minutes, Resolution 3686 Burr Oak FY26 TIF Cert, Resolution 3687 Oak Ridge Park FY26 Tif Cert, Resolution 3688 Maplewood FY 3688 Tif Cert; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion McEwen/ 2nd Smithers to open for Public Hearing regarding FY2025 Asphalt Project; Roll Call: Ayes-5 Nays-0 Motion Carried

Mayor Winquist opened the Public Hearing regarding FY2025 Asphalt Project at 7:03 pm, Jake Zimmerer from Eagle Engineering said there were no written or oral comments received from the public prior to the meeting and no oral comments made at the public hearing; Public Hearing closed at 7:04 pm

Zimmerer opened sealed bids, all bids included a 5% bid bond; Hawkins Construction bid \$480,102.17, Oldcastle Materials Midwest Co OMNI Engineering, INC bid \$357,201.09, Western Engineering Company, Inc bid \$406,746.57; Zimmerer took time to confirm bids before recommending action.

Motion McEwen/2nd Kates to close the Public hearing for FY2025 Asphalt Project; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Smithers/2nd Lines to approve Shop Hop 2024 Special Events Application Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Kates/ 2nd McEwen to approve Special Liquor Sales Permit for Shop Hop on 10/31-11/4 pending insurance, dram shop; Roll Call: Ayes-5 Nays-0 Motion Carried

Jake Zimerer gave updates on several projects: Locust St - Contractors seeded parts of the ROW, fiber working in areas & wind prevented grass growth, City can choose to close out project or wait until spring for Contractors to reseed. Council requested closing out project to allow DOT to start reimbursement process; Pool - Burbach inspected pool over the past weekend, final report will be filed in spring once all testing complete; Fairview Dr - grass is growing, it is a natural waterway - no lawn care needed, school completed their sidewalk; Chestnut St - working on scope, possible out for bid in spring 2025.

Motion Kates/ 2nd Lines motion to approve Payment application #6 to Western Engineering for Locust St Resurfacing for \$15,280.48; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Smithers/2nd McEwen to Award bid for 2025 Asphalt Project to OMNI in the amount of \$357,201.09; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Kates/ 2nd Smithers to approve Cemetery Tree Removal from Konfers for \$14,000 to be paid with ARPA Funds; Roll Call: Ayes-5 Nays-0 Motion Carried

Committee meetings held prior to the Council meeting

Kates- Copier Contract Committee Report- Will reassess in 2 weeks after discussion with Library

Smithers-Budget & Finance Committee Report- High Level overview of how the Budget works, where to get funding from, general meeting.

Departmental Reports

Director Clark for PW-Discussed Promoting B. Hansen 10/13/24, Presented Ram Light pole banners for viewing

Motion Kates/ 2nd Lines to Approve to Promoting Brent Hansen to Street Crewmember III at \$26.69/hr Per Union Contract, Effective October 13, 2024; Roll Call: Ayes-5 Nays-0 Motion Carried

Chief Johansen PD- Request authorization to purchase equipment from Drive safe program grant, Sergeant Power is Certified Driver with the Law enforcement academy. Officer Kammerer applied and got us the grant in the amount of \$2155.00, Manager from Russ' Market Request No Parking for 210 ft on Ebaugh near Arnold St. Chief Johansen will work with Attorney M. Woods on an Ordinance. Smithers also requested no parking on 6th st. 223 Calls for Service, 6 arrests, 5 applications for the open position for officer, 5 applications for pt police records clerk.

Motion Smithers/2nd McEwen to approve Drive safe program - Traffic Safety Warehouse Equipment Purchase with Grant Funds; Roll Call: Ayes-5 Nays-0 Motion Carried

Amber Farnan for Lib- Vestibule is done including automatic doors

Chief Gray Fire & Rescue/Code Enforcement- Accessory/Detached Garage Ordinance in packet for review still has to go to public hearing for P&Z, 78 calls for service; Homecoming went well with the fundraising that the FD was doing, had 20 calls of service between Friday night of homecoming and Monday Morning. Its fire prevention week so you will see the guys out doing public education. Chief Gray attended the IMWCA workers comp conference in Sioux City

Motion Kates/2nd McEwen to approve Request to apply for DNR grant not to exceed matching of \$3500.00; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Smithers/2nd Kates to approve extending Conditional Offer for full-time Firefighter/Paramedic at \$17.00 per/hr beginning, pending successful background check and physical; Roll Call: Ayes-5 Nays-0 Motion Carried

Farnan for Park- Light poles have all been installed and handicap swings from GRC have been installed.

Farnan for Admin- Jessica Alley Resignation effective 11.1.24 no benefits after part-time but kept on payroll for training, Hourly pay will stay the same, Auditors finished today, Farnan attending the MAPA annual meeting tomorrow night.

Duran spoke for Hiring Committee- recommended offering City Clerk position to Dannielle Arnold

Motion Duran/2nd Lines to approve Appointing City Clerk Beginning 10.10.24 at \$24 per/hr, to Increase to \$25 after 6 months with Favorable Review term of 2 years ending 10.10.2026; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Kates/2nd Lines to approve Changing Jessica Alley Job Title to Admin Assistant Effective 10.10.24, assigned to Part-Time as Needed After 11.1.24 to train in the transition; Roll Call: Ayes-5 Nays-0 Motion Carried


Motion Duran/2nd McEwen to approve Request to Recruit for Deputy Clerk Position; Roll Call: Ayes-5 Nays-0 Motion Carried

Motion Kates/2nd Smithers to approve Resolution 3689, Resolution Approving Policies and Providing Signatory Authorization for Certain Banking Accounts for the City of Glenwood Signers being Mayor Angiela Winqvist, Protem Donnie Kates, City Administrator Amber Farnan, City Clerk Dannielle Arnold, Iowa; Roll Call: Ayes-5 Nays-0, Motion Carried

Motion Smithers/ 2nd McEwen to Approve the Following Pay Requests: GAX #37 - Arbor Hills - 19-DRH-018 in the amount of \$79,711.10, GAX #38 - Arbor Hills - 19-DRH-018 in the amount of \$91,835.88 , & GAX #39 - Arbor Hills - 19-DRH-018 in the amount of \$210,230.81; Roll Call: Ayes-5 Nays-0 Motion Carried

Mayors Report- Attending MAPA meeting tomorrow, homecoming was a success

Motion Lines/ 2nd McEwen to adjourn meeting at 8:19pm; Ayes-5 Nays-0 Meeting Adjourned


Angela Winqvist, Mayor

Attest:


Dannielle Arnold, City Clerk

