REGULAR CALLED CITY COUNCIL MEETING
Tuesday, November 5, 2024 – 5:00 P.M.
Council Chambers – Denison, Iowa

The regular council meeting of the City of Denison, Iowa, was held pursuant to law on the above date and hour. Mayor Soseman called the meeting to order with the following members present: Curnyn, Granzen, Logan, Miller, and Zupp-Smith.

PLEDGE OF ALLEGIANCE	Mayor Soseman led the pledge of allegiance.
AGENDA APPROVED	Motion by Zupp-Smith, seconded by Logan, to approve the agenda. Motion carried unanimously.
SPECIAL EVENT PERMIT FEE DISCUSSION	Flaherty asked Council for clarification on what fees are waived on the special event permits. Council stated only the application fee is waived.
CONSENT AGENDA APPROVED	Motion by Zupp-Smith, seconded by Miller, to approve the following items on the consent agenda: a) approve and waive the reading of the minutes for October 15, 2024 second regular meeting; b) approve the bills as presented; c) approve liquor licenses for: El Rey Mexican Market, LLC; Wise Monkey Quilting; Casey's General Store #2489; d) approve tax abatement for: 223 South 12th Street; e) approve the Special Event Permits and waive the fees: Rally Days; Winter Snowcial; f) approve appointment of Willie Smith to the Airport Commission to replace Shani Bonner, term expiring 08/2026; and g) approve reappointments of Jay Marten to Tourism Board, term expiring 08/2028; Tim Stuart to Tourism Board, term expiring 08/2028; Magali Ornelas to Tourism Board, term expiring 07/2028; Mike Wight to Planning & Zoning Commission, term expiring 08/2029; Jeri Hough to the Board of Library Trustees, term expiring 07/2030; and Sam Ellis to Northside Rec Board, term expiring 09/2027. Motion carried unanimously.
CITIZEN INPUT	Taylor Borkowski presented a $15,000.00 donation on behalf of Hot Summer Nights for Washington Park. She expressed concerns regarding older children and does not want them excluded from the park. She would like to see an additional basketball court and would like Council to match the funds. Council will bring back numbers and Garcia has the Washington Park master plan on the agenda for the next planning session. Jacob Johnston stated that the public was not given proper notice of the Board of Adjustments meeting.

DEPARTMENT HEAD REPORTS	Walley, Library Director, reported the staff had multiple trainings throughout the month. She stated that the Library received a grant from Monogram Foods in the amount of $8,000 award and will use it towards the teen space. She reviewed Library statistics and staff duties. Olson, Public Works Director, stated the department is winding down from Summer. The mowers and tractors have been winterized. Trevor Johnson has a product Public Works is going to test at 6th Avenue North and Parkview Drive and if it bonds to the concrete, it will take place of the durapatcher. He reported that he is completing DOT vehicle inspections at Quality Truck Service in preparation of winter weather. The staff is taking care of little items, taking down trees, and working on alleys. Garcia gave the Fire Department report. She stated the department had four firefighters participated in drone flying training hosted by the State Patrol. She reported that the Flood Control levee inspection was successful, and trees and brush need to be removed. Weller contacted Union Pacific about erecting the closure structure and is working on site 7 and site 6.
APPROVED CHANGE ORDER 1	Trejo, Police Chief, stated he moved last week. Motion by Curnyn, seconded by Zupp-Smith, to approve Changer Order 1 from Jensen Builders for the Crawford County Wellness Center project, in the amount of ($20,000.00). Motion carried unanimously. Garcia stated that the credit will be moved into the contingency.
MIDAMERICAN FOUNDATION DONATION	Zupp-Smith reported that the MidAmerican Foundation is donating $25000.00 to the Wellness Center.
CDL TRAINING DISCUSSION	Discussion was held on CDL Training for the Public Works Department. Garcia stated that the new hires do not have their Class B CDL and the employees will need to attend a class along with taking a test. She stated WITCC offers an online class and has the best rate of $95.00 and the cost of the assessment is $400.00 per individual. Council would like to find out how many study hours are needed for the class and have employees use working hours for studying, if time allows, or study at night as long as they accrue compensatory time with a set limit. Council is fine with paying for the class one time per individual, if they fail, then the employee is responsible for future costs, and the employee being responsible for the endorsement on their license.

CDL TRAINING DISCUSSION (CONT'D)	Motion by Zupp-Smith to pay for the theory class of $95.00 per person plus the assessment of $400.00 per person plus the cost of the individuals to amend their license to add the Class B endorsement after they test at the DMV plus provide comp time to individuals to study for their Class B licensing outside work hours, or allow them to study for testing during work hours if the Public Works Director allows. Motion died due to a lack of a second. Further discussion was held regarding Zupp-Smith's motion. Curnyn would like employees to pay for the endorsement themselves. Logan is concerned about the comp time accrual. Council would like to pass the same motion but omit the City paying for the Class B endorsement on their license. Motion by Zupp-Smith, seconded by Logan, to pay for the theory class of $95.00 per person plus the assessment of $400.00 per person plus provide comp time to individuals to study for their Class B licensing outside work hours, or allow them to study for testing during work hours if the Public Works Director allows. Motion carried unanimously.
SEASONAL EMPLOYMENT DISCUSSION	Discussion was held on Public Works Seasonal Employment. Council would like to proceed with posting for seasonal employment but only to utilize if necessary.
APPROVED DEVELOPMENT AGREEMENT	Motion by Zupp-Smith, seconded by Miller, to approve the development agreement with Denison Housing Development, LLC. Motion carried unanimously.
SIDEWALK INSPECTION PROGRAM DISCUSSION	Discussion was held on the Sidewalk Inspection Program. Garcia added language for a certified letter with return receipt requested. Motion by Zupp-Smith, seconded by Logan, to approve the Sidewalk Inspection Program. Motion carried unanimously.
COMPREHENSIVE PLAN DISCUSSION	Discussion was held on updating the Comprehensive Plan. Garcia and Flaherty attended a League of Cities meeting and the League recommends reviewing plans. The City's current plan is from 2005 and is outdated. Garica reported the costs would be $50,000.00 to $70,000.00. Council would like to see what we can do with the plan and discuss at a future meeting. Garcia will add it to the Planning Session agenda.
WASHINGTON PARK UPDATE	Ellis, Parks & Recreation Director, stated they are working on the Washington Park playground issues. He reported that parts have been delivered and will be installed on Tuesday. AB Creative will be onsite and will go over equipment maintenance at the park. Ellis reported that maintenance will be performed on the boilers and repairs to the Spa. Ellis stated that starting tomorrow, a new morning lifeguard will be on staff and 38 people signed up for swim team.

ZUPP-SMITH THANKS DEPARTMENTS	Zupp-Smith thanked the departments that attended the Dia de los Muertos event at Washington Park.
APPROVED AGREEMENT WITH MARCO TECHNOLOGIES	Motion by Granzen, seconded by Zupp-Smith, to approve the Equipment Maintenance Agreement with Marco Technologies LLC, for the Fire Department copier. Motion carried unanimously.
APPROVED CITY MANAGER TO SIGN AGREEMENT	Motion by Zupp-Smith, seconded by Curnyn, to allow the City Manager to sign the Program Fee Agreement with Iowa State University Extension and Outreach. Motion carried unanimously.
APPROVED PROPOSAL FROM J&M DISPLAYS	Motion by Granzen, seconded by Zupp-Smith, to approve the Proposal from J & M Displays for the July 3, 2025, fireworks in the amount of $20,000.00. Motion carried unanimously. In the future, Zupp-Smith would like to look at a laser show.
APPROVED BID FROM LANSINK TREE REMOVAL	Motion Zupp-Smith, seconded by Curnyn, to approve the bid from Lansink Tree Removal, in the amount of $7,940.00. Motion carried unanimously. Garcia reported that the bid was to remove 11 dangerous trees and the City will do the cleanup.
RESOLUTION #2024-61 FY 2023/2024 ANNUAL FINANCIAL REPORT	Resolution #2024-61 was introduced Approving Fiscal Year 2023/2024 Annual Financial Report. Motion by Zupp-Smith, seconded by Granzen, to approve Resolution #2024-61. Motion carried unanimously.
RESOLUTION #2024-62 FY 2023/24 ANNUAL URBAN RENEWAL REPORT	Resolution #2024-62 was introduced Approving Fiscal Year 2023/2024 Annual Urban Renewal Report. Motion by Curnyn, seconded by Zupp-Smith, to approve Resolution #2024-62. Motion carried unanimously.
MAYOR'S REPORT	Soseman reported that the wayfinding sign should be delivered soon, she met with the Seniors and Garcia regarding lease agreement, and met with DMU regarding Christmas light placement.

CITY MANAGER REPORT	Garcia reviewed past meetings she attended, including speaking at the CDC Business Appreciation breakfast, and future meetings she will be attending. She stated she closed out the current Black Hills Tree grant and submitted the Black Hills Tree grant for the next cycle. Garcia reviewed the details for the upcoming FEMA BRIC meeting, Housing Steering Committee meeting, and City-wide cleanup. She reported that the Donna Reed Foundation would like to schedule a meeting with Council and Logan and Curnyn stated they want to be included in the meeting. Garcia reported that Steadfast will be submitting grants this month and she is working on the Senior Center agreement. She reported that the Washington Park inspection will be next week, and the City is holding payment until the issues are fixed.
PLANNING SESSION	Council stated that they would like to move the planning session to December 17, 2024.

There being no other business, the meeting adjourned at 6:06 p.m.

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Pamela Soseman, Mayor

ATTEST:

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Jodie Flaherty, City Clerk