REGULAR CALLED CITY COUNCIL MEETING
Tuesday, December 3, 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, Logan, Zupp-Smith, and Granzen via Zoom at 5:02 p.m. Absent: Miller

PLEDGE OF ALLEGIANCE	Mayor Soseman led the pledge of allegiance.
AGENDA APPROVED TABLED ITEM 21	Motion by Logan, seconded by Curnyn, to approve the agenda and table item 21, Resolution Adopting the FY 2025 Five-Year Capital Improvement Program (Airport). Motion carried unanimously.
	Granzen arrived at 5:02 p.m.
PUBLIC HEARING ON THE VACATION OF CITY PROPERTY-CITY ALLEY	5:00 p.m. public hearing was held on the Vacation of City Property-City Alley running North and South through Block Thirty-two (32), in the City of Denison, Iowa, and opening on Third Avenue North, on the South, and on Fourth Avenue North, on the North, in Denison, Crawford County, Iowa. There were no written or oral objections. Mayor Soseman declared the hearing closed.
CONSENT AGENDA APPROVED	Motion by Zupp-Smith, seconded by Curnyn, to approve the following items on the consent agenda: a) approve and waive the reading of the minutes for November 5, 2024 regular meeting, November 13, 2024 special meeting, November 19, 2024 second regular meeting, and November 20, 2024 special meeting; b) approve the bills as presented; and c) approve the Special Event Permits and waive the fees: St Patrick's Day Celebration. Motion carried unanimously.
NO CITIZEN INPUT	There was no citizen input.
DEPARTMENT HEAD REPORTS	Trejo, Police Chief, reported that next week the department will hold testing for the open Police Officer position. He is organizing an interview panel for the Sergeant position.
	Walley, Library Director, reported on the department statistics and stated the fence was damaged.
	Michael Venema with Iowa Law Enforcement Accreditation Program (ILEAP) presented on their program and grant opportunities.

DEPARTMENT HEAD REPORTS CONTINUED	Ellis, Parks and Recreation Director, reported that the spa is operational and reviewed programs. He stated that there are missing parts from the Washington Park playground and that the filters would be installed in January or February. This may require the pool to be shut down during. Ellis will work with Public Works on a location and set up of the ice-skating rink.
HEALTH AND DENTAL INSURANCE DISCUSSION	Discussion was held on health and dental insurance renewal. Flaherty stated the recommendation for health insurance is an HRA with Wellmark with a $5,000 single/$10,000 family deductible with a buy down to the $2,500 single/$5,000 family deductible. This will be a partial self-funded plan maintained by Tristar as the third-party administrator. The recommendation for dental insurance is a self-funded plan managed by Tristar as the third-party administrator. Motion by Zupp-Smith, seconded by Curnyn, to approve the HRA with Wellmark and Dental with Tristar, with both plans administered by Tristar. Motion carried unanimously.
IDOT AGREEMENT FOR FY2025 AIRPORT IMPROVEMENT PROGRAM APPROVED	Motion by Zupp-Smith, seconded by Curnyn, to approve the Iowa Department of Transportation agreement for the FY 2025 Airport Improvement Program. Motion carried unanimously.
PARTNERSHIP AGREEMENT APPROVED	Motion by Zupp-Smith, seconded by Logan, to approve the Partnership Agreement between the City of Denison and WESCO for the EPA Community Change Grant. Motion carried unanimously.
POTENTIAL DEVELOPMENT AGREEMENT DISCUSSION	Discussion was held on the potential development agreement with Donna Reed Foundation. Council would like Garcia to contact the foundation and ask for their terms and conditions and Council will send Garcia their recommendations.
	Soseman left at 5:48 p.m.
APPROVED REPORT AND REQUEST FOR PROJECT 3-19-0026-021-24-BIL-AIG	Motion by Zupp-Smith, seconded by Logan, to approve the Federal Aviation Administration Outlay Report and Request for Reimbursement for Construction Programs for Project 3-19-0026-021-24-BIL-AIG. Motion carried unanimously.
APPROVED FINANCIAL REPORT FOR PROJECT 3-19-0026-021(FY24) AIP	Motion by Zupp-Smith, seconded by Logan, to approve the Federal Aviation Administration Federal Financial Report for Project 3-19-0026-021(FY24) BIL-AIG. Motion carried unanimously.
APPROVED REPORT AND REQUEST FOR PROJECT 3-19-0026-021(FY24) BIL-AIG	Motion by Zupp-Smith, seconded by Curnyn, to approve the Federal Aviation Administration Outlay Report and Request for Reimbursement for Construction Programs for Project 3-19-0026-020-(FY24) AIP. Motion carried unanimously.

APPROVED FINANCIAL REPORT FOR PROJECT 3-19-0026-020-(FY24) AIP	Motion Zupp-Smith, seconded by Logan, to approve the Federal Aviation Administration Federal Financial Report for Project 3-19-0026-020-(FY24) AIP. Motion carried unanimously.
MAYOR APPROVED TO SIGN UNDERWRITING ENGAGEMENT LETTER	Motion by Logan, seconded by Zupp-Smith, to allow the Mayor to sign the Underwriting Engagement Letter with DA Davidson. Motion carried unanimously.
RESOLUTION #2024-66 ADOPTED	Resolution #2024-66 was introduced to Vacate and Convey an Alleyway in the City of Denison, Iowa. Motion by Zupp-Smith, seconded by Curnyn, to adopt Resolution #2024-66. Motion carried unanimously.
EMPLOYEE HANDBOOK DISCUSSION	Discussion was held on the employee handbook. Garcia reviewed the proposed updates for the Drug and Alcohol policy, licenses and certifications, HSA biweekly contributions, insurance stipend, and reviewed Zupp-Smith's handbook corrections.
RESOLUTION #2024-67	Resolution #2024-67 was introduced Adopting an Updated Employee Handbook. Motion by Logan, seconded by Zupp-Smith, to adopt Resolution #2024-67. Motion carried unanimously.
NO MAYOR REPORT	There was no Mayor Report.
CITY MANAGER REPORT	Garcia stated that she and Flaherty attended a Community Foundation meeting and there will be a planning session after the December 17th Council meeting.
CITY CLERK UPDATE	Flaherty gave an update on the upcoming audit schedule and reviewed the financial software increases.

There being no other business, the meeting adjourned at 6:09 p.m.

_____

Corey Curnyn, Mayor Pro-Tem

ATTEST:

_____

Jodie Flaherty, City Clerk