SECOND REGULAR CALLED CITY COUNCIL MEETING
Tuesday, December 17, 2024 – 5:00 P.M.
Council Chambers – Denison, Iowa

The second 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, and Zupp-Smith. Absent: Miller.

PLEDGE OF ALLEGIANCE	Mayor Soseman led the pledge of allegiance.
AGENDA APPROVED	Motion by Granzen, seconded by Logan, to approve the agenda. Motion carried unanimously.
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 December 3, 2024 regular meeting; b) approve the bills as presented; c) approve cash & activity report-11/2024; d) approve budget report-11/2024; e) approve bank reconciliation-11/2024; f) approve liquor licenses for: Majestic Hills Golf Course; and g) approve the wage for Sean Kosters as a Certified Police Officer, at an hourly wage of $32.21, effective 12/14/2024. Motion carried unanimously.
NO CITIZEN INPUT	There was no citizen input.
PAY APPLICATION 2 FROM JENSEN BUILDERS APPROVED	Motion by Zupp-Smith, seconded by Logan, to approve Pay Application 2 from Jensen Builders for the Crawford County Wellness Center project, in the amount of $1,594,095.88. Motion carried unanimously.
2024 STREET PROJECT DISCUSSION	Discussion was held on the 2024 Street Projects. Garcia stated the current pay application removes a portion of the retainage, but it will still include the seeding fees at double the cost. Eygabroad, Beck Engineering, stated the asphalt work was done but it did not solve the drainage issues, and it will be looked at in Spring 2025. Motion by Zupp-Smith, seconded by Curnyn, to approve Pay Application #3, from Ten Point Construction, for the HMA Improvement Project, in the amount of $23,242.14. Motion carried unanimously.
PAY APPLICATION #1 APPROVED FROM MINNESOTA PETROLEUM SERVICE INC	Motion by Zupp-Smith, seconded by Logan, to approve Pay Application #1, from Minnesota Petroleum Service, Inc, for the Aviation Fuel Facility Project, in the amount of $254,650.51. Motion carried unanimously.
PROJECT 3-19-0026-017-2022 FINAL REPORT AND REQUEST APPROVED	Motion by Curnyn, seconded by Granzen, to approve the Federal Aviation Administration Outlay Report and Request for Reimbursement for Construction Programs for Project 3-19-0026-017-2022 Final. Motion carried unanimously.

PROJECT 3-19-0026-017-2022 FINAL REPORT APPROVED	Motion by Granzen, seconded by Logan, to approve the Federal Aviation Administration Federal Financial Report for Project 3-19-0026-017-2022 Final. Motion carried unanimously.
APPROVED GRANT AWARD FROM ILEAP	Motion by Zupp-Smith, seconded by Logan, to approve the grant award from Iowa Law Enforcement Accreditation Program. Motion carried unanimously.
PROPOSAL FROM ACCO UNLIMITED CORPORATION APPROVED	Motion by Logan, seconded by Zupp-Smith, to approve the proposal from ACCO Unlimited Corporation for the outdoor filters at the Denison Aquatic Fun Center, in the amount of $79,563.00. Motion carried unanimously.
CITY OF DENISON PROCUREMENT POLICY DISCUSSION	Discussion was held on the City of Denison Procurement Policy. Council would like the following changes: Level of approval responsibilities, add in writing; Budgeted Commodities, change purchased to purchase; Add Department Director should be have preapproval from City Manager or City Clerk; for emergency purchases add attempt to contact City Manager or City Clerk; when attempting to receive bids or quotes, add in writing; and receipts shall be turned into City Hall no later than the next business day. Motion by Logan, seconded Curnyn, to approve the City of Denison Procurement Policy with the amended changes. Motion carried unanimously.
MEGS WAY DISCUSSION	Discussion was held on Meg's Way. Garcia stated it was found that Meg's Way has never been accepted by the City as a street and it is a private drive. Garcia spoke with Shawn Foutch, property owner, asking for documentation and received nothing until the recent snowfall. Foutch requested the item be placed on the agenda. Garcia contacted the City Engineer, Eygabroad, and asked him to assess the private drive. Eygabroad said the private drive would need a turnaround, there are manhole issues, the paving is set up for parking and no room to turn around. He recommends an as-built drawing and stated the drive would need to be rated to city specifications. Garcia stated that Eygabroad's other concern is that the steps to the buildings are butted up to the curb and there are no setbacks. The Council believes the property owner should be responsible for any costs associated with the project.
RESOLUTION #2024-68 ADOPTED	Resolution #2024-68 was introduced Adopting the FY 2026 Five-Year Capital Improvement Program (Airport). Motion by Zupp-Smith, seconded by Granzen, to adopt Resolution #2024-68. Motion carried unanimously.
RESOLUTION #2024-69 INTRODUCED SETTING PUBLIC HEARING FOR FY 2024-2025	Resolution #2024-69 was introduced Setting Public Hearing for Budget Amendment #1 for Fiscal Year 2024-2025. Motion by Curnyn, seconded by Zupp-Smith, to set the public hearing for January 7, 2025 at 5:00 p.m. and adopt Resolution #2024-69. Motion carried unanimously.

AGREEMENT APPROVED	Motion by Logan, seconded by Curnyn, to approve the agreement between the Iowa Department of Public Safety and the Denison Police Department for the Governor's Traffic Safety Bureau (GTSB). Motion carried unanimously.
DISCUSSION ON TUCKPOINTING PROPOSALS FOR LIBRARY	Discussion was held on the tuckpointing proposals for the Library. The Library Board recommends Council review the bids and make a recommendation. Garcia sent the request for proposals to seven firms and received two bids. She stated the low proposal does not include the performance bond. Motion by Zupp-Smith, seconded by Curnyn, to approve the proposal from Williams Restoration for the Library Tuckpointing with a performance bond paid by contractor and if not, the city will pay. Motion carried unanimously.
MAYORS REPORT	Soseman reported that she attended the Job Corps Business Partnership luncheon, attended a HUB 712 meeting, helped set up a LULAC event, and worked at the Santa house during the Snowcial. She will be attending a Kiwanis and a Good Fellows event this week.
CITY MANAGER REPORT	Garcia stated that she completed three grants this week for trees, signs, and the Wellness Center. She said the Wellness Center EPA grant moved to peer review stage and she will be working on Thriving Communities Grant through EPA. She stated the Auditors were here last week. Garcia gave an update on the Brownfields grant and stated the City will be spending grant monies on reuse planning. She met with Monarch Academy and would like to do window wraps at TAP and Senior Center. She will be meeting with Region XII regarding housing opportunities.

There being no other business, the meeting adjourned at 5:57 p.m.

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Pamela Soseman, Mayor

ATTEST:

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Jodie Flaherty, City Clerk