

REGULAR CALLED CITY COUNCIL MEETING  
Tuesday, December 21, 2021 – 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, GARCIA (via phone), GRANZEN, LOGAN, MILLER

PLEDGE OF ALLEGIANCE	Mayor Soseman led the pledge of allegiance.
MOTION TO APPROVE AGENDA	Motion by Granzen/Curnyn to approve the agenda. Ayes: 5. Motion carried.
MOTION TO APPROVE CONSENT AGENDA	Motion by Miller/Granzen to approve the following items on the consent agenda: a) approve and waive the reading of the minutes for 12/7/2021 & 12/13/2021; b) approve the bills as presented; c) approve Cash & Activity Report – November 2021; d) approve Budget Report – November 2021; e) approve PCE #3 – Frazier Contracting – HFI home; f) approve PCE #4 – Frazier Contracting – HFI home; g) approve invoice #5977857 – Frazier Contracting – HFI home; h) approve invoice #5977862 – Frazier Contracting – HFI home; i) approve draw #7- Region XII – CDBG housing rehab; and j) approve pay increase for Christy Welch from \$1,505.39 biweekly to \$1,543.85 biweekly. Ayes: 5. Motion carried.
CITIZEN INPUT	None.
MOTION TO WAIVE FEES AND APPROVE 2022 ST PATRICK'S DAY PARADE PERMIT	Motion by Miller/Curnyn to waive fees and approve the Special Event Permit for the 2022 St. Patrick's Day parade. Ayes: 5. Motion carried.
DISCUSSION OF SINGLE SOURCE QUOTE FOR THE HIRING OF A NEW CITY ADMINISTRATOR	Garcia questioned the timeline of the single source quote from Midwest Municipal Consulting in hiring a new city administrator. Curnyn stated that he had spoken to Cayler Consulting regarding the search who said that they had been asked to complete a city administrator search once before in Boone. Curnyn said he spoke to the mayor of Boone who said the process with Cayler Consulting went smoothly. Consensus from the Council was to reissue a request for quotes to receive competitive quotes that included an updated timeline. No action taken.
MOTION TO APPROVE RESOLUTION #2021-45	Motion by Miller/Logan to approve Resolution #2021-45 setting public hearing for January 4, 2022, at 5 p.m., to vacate property – DMU old power plant. Ayes: 5. Motion carried.
DISCUSSED POLICY RE: PUBLIC INFORMATION -WILL BE SENT TO ATTORNEY FOR REVIEW	The policy regarding public information requests was discussed. The Council asked it to be sent to our City Attorney for review and put on the agenda for the next meeting. No action taken.
DISCUSSED PROCUREMENT POLICY CHANGES	The Council asked that several changes be made to the Procurement Policy that was brought before them, including using the state

CONTINUED DISCUSSION ON  
PROCUREMENT POLICY

threshold of \$6,000, and allowing the City Manager to approve purchases in case of an emergency. The changes will be made and a new draft put on the agenda for the next meeting. No action taken.

MAYOR REPORT

Mayor Soseman reported that she had a meeting with the DVD Group and Uptown Improvement Committee last week. They have started putting together boards for the committee to see something tangible. They walked through four presentations, but she didn't want to share them so as not to steal their surprise at this point. They will meet with the DVD Group again in a month. She attended the Las Posadas event with the LULAC Denison last week. She wanted to extend her sympathy to the Joel Gustafson family; he was a long-time volunteer fireman with the Denison Fire Department. The HR task force meets tomorrow with Jack Reed. She offered kudos to the departments who dealt with the weather event on Wednesday, as we had a good response with everyone involved.

CITY MANAGER REPORT

Crawford reported that the 3<sup>rd</sup> round of Ash Tree removal has taken place. The first and third sets of 10 trees were removed by Lansink, and the second set of 10 trees were removed by Ohl. He said they were happy to have them completed ahead of winter. The Library Board approved a quote from Slechta Masonry to remove and replace the southeast door to the library. Mayor Soseman asked about the wall, and Crawford replied that the wall cracks have been addressed by the Public Works department. The Early Childhood Center had some storm damage. The EMC rep is working on a claim for replacement of the roof, but he said it can wait until spring. The three-tab shingles are there, but the gravel is gone. Crawford reported that Lisa Koch has submitted a letter of resignation for her position as City Clerk, effective February 14, 2022. She will help get the City through the budget process, including working part-time after February 14 to finalize the process. Crawford thanked Lisa Koch for her countless hours working on the budget from November to March since 2010 to keep the City's task asking as low as possible. He also credited Koch for keeping the City in good standing with the state auditor's office for the last 10 plus years. Crawford then presented a plaque to Koch from the City Hall staff, thanking her for her years of service. Consensus of council was to have Crawford begin advertising for the position.

There being no other business, the meeting adjourned at 5:33 p.m.

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Pamela Soseman, Mayor

ATTEST:

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Christy Welch, Deputy Clerk