

REGULAR CALLED CITY COUNCIL MEETING
Tuesday, August 6, 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 Miller, seconded by Logan, to approve the agenda.
Motion carried unanimously.
- 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 July 16, 2024 second regular meeting; b) approve the bills as presented; c) approve cash & activity report-06/2024; d) approve budget report-06/2024; e) approve bank reconciliation-06/2024; f) approve liquor licenses for: El Jimador, Inc, Top of Iowa Lucky Wife, and Lucky Lanes XII; g) approve tobacco permits for: R Smokes Plus/Denison Tobacco LLC; h) approve appointment of Brooke Hillhouse to the Parks and Recreation Commission to replace Cathy Gibbons, term expiring May 2027; i) approve the promotion of Taylor Schwarte as a Probationary Communications Operator, at an hourly wage of \$20.54, effective 07/31/2024; and j) approve the hiring of Jesse Huisinga as a Maintenance Worker I, at an hourly rate of \$22.45, effective 08/19/2024. Motion carried unanimously.
- CITIZEN INPUT Sergio Trejo spoke to Council regarding a tree in the right-of-way located on his property. He stated there is a hole in the trunk and believes the tree should be taken down. Olson contacted a conservationist, and the conservationist stated it was too green to cut. Garcia reported that the Iowa Department of Natural Resources (IDNR) received three complaints about the City cutting down green trees. She is waiting for the IDNR to send a letter explaining why the City cannot cut down green trees and the repercussions if continued. Council would like to find out if the City can replace a green tree with new tree.
- DEPARTMENT HEAD
REPORTS Snowgren, Fire Chief, reported the department is performing SCBA maintenance and working with the school on an EAP/EOP.
- Olson, Public Works Director, thanked Public Work employees for the work on tree removal due to the storm. He stated the department is still working on trees, curb and guttering, testing concrete and working on alleys. Soseman stated she received a praise from a citizen regarding the Public Works department. Zupp-Smith complimented Olson on his monthly report.

DEPT HEAD REPORTS
(CONT'D)

Ellis, Parks and Rec Director, stated he is working in conjunction with Denison Municipal Utilities and Granzen, on a leak at the pool. He utilized Job Corps staff for repairs at Maxwell Park and will use their services for repairs at Johnson Park. Ellis stated that footings will be poured this week at Washington Park and the equipment will start being installed next week. He stated the concession stands are making a profit, there is a t-shirt fundraiser for Washington Park, and is accepting registrations for Fall sports.

Zupp-Smith complimented the Library on their Summer Reading Program and stated she likes their social media updates.

Trejo reported the department had officers out for military training, working with the schools on active shooter scenarios, and updating the meeting room. The department will be hosting a domestic violence training at the end of August. Zupp-Smith stated she liked the substance of the monthly report. Trejo thanked Schwarte as she put the report together. He also thanked Ellis for allowing the department to participate in the bike rodeo. Zupp-Smith inquired about the Gun Buyback Policy. Trejo has put it on hold for now.

BECK ENGINEERING
UPDATE FOR WASHINGTON
PARK

Jason Eygabroad with Beck Engineering gave the engineering update. He stated that grading is completed, parking is paved, and they are working on the curb, landscaping, and sidewalks at Washington Park. He reported that the street projects are progressing and asphalt, milling, and paving is scheduled for next week. Granzen inquired about the sewer lines at Washington Park. Eygabroad stated they would know more after the lines are exposed.

APPROVED TO SIGN CLAIM
FOR REIMBURSEMENT FOR
SAFE ROUTS TO SCHOOL
TRAIL

Motion by Zupp-Smith, seconded by Logan, to sign the Claim for Reimbursement of Project Costs for the Safe Routes to School Trail. Motion carried unanimously.

DISCUSSION ON FEES
CHARGED TO PROPETY
1103 3RD AVE SOUTH

Discussion was held on the fees charged to property 1103 3rd Avenue South. Garcia stated the property was previously cited in June and was cited for the second time in July. After failing to comply with the notice, Code Enforcement then mowed and trimmed the property. Council does not want to change the fees on the bills.

DISCUSSION ON PARKING
ON 12TH AVE SOUTH

Discussion was held on parking on 12th Avenue South. Garcia reported that an appeal was brought to the Board of Adjustments regarding the Zenk property on 12th Avenue South. Homeowners are concerned about the potential parking issues and would like Council to consider no parking on both sides of the street from South Main Street to Brummer Drive. Council will re-evaluate if the project proceeds.

RESOLUTION #2024-51
APPROVAL OF FAA3-19-
0026-020 BIL-AIG GRANT
AGREEMENT FOR AIRPORT

Resolution #2024-51 was introduced to Approve Execution of FAA 3-19-0026-020 BIL-AIG Grant Agreement for Denison Municipal Airport Fuel System Project. Motion by Miller, seconded by Curnyn, to approve Resolution #2024-51. Motion carried unanimously.

RESOLUTION #2024-52
APPROVAL OF FAA 3-19-
0026-021 BIL-AIG GRANT
AGREEMENT FIR AIRPORT

Resolution #2024-52 was introduced to Approve Execution of FAA 3-19-0026-021 BIL-AIG Grant Agreement for Denison Municipal Airport Fuel System Project. Motion by Zupp-Smith, seconded by Curnyn, to approve Resolution #2024-52. Motion carried unanimously.

FY 2022/2023 AUDIT
APPROVED

Motion by Zupp-Smith, seconded by Miller, to approve the Fiscal Year 2022/2023 audit. Motion carried unanimously. Zupp-Smith thanked Department Directors for their hard work on the positive fiscal year end numbers.

DISCUSSION ON
HANDBOOK CHANGES

Discussion was held on handbook changes. Garcia recommends paying health savings accounts on a per pay period basis, changing vacation accrual to per pay period, a new uniform policy, and holiday pay. Council would like Garcia to draft the changes. Garcia will bring back the proposed holiday pay policy to the next meeting.

DISCUSSION ON POTENTIAL
DEVELOPMENT
AGREEMENT WITH THE
DONNA REED FOUNDATION

Discussion on a potential development agreement with the Donna Reed Foundation. Soseman has been working with the Iowa Economic Development Authority regarding an agreement. Council would like staff to contact bond council regarding a potential agreement to include the following: a five-year capital improvement plan, three to four local board members on the Foundation, the doors open to the facility, an negotiable cash amount, event management to WESCO, tax abatement, and repayment obligations.

CITY MANAGER'S REPORT

Garcia provided Council an update on FEMA BRIC funding. She applied for Direct Technical Assistance through FEMA to help the City write a BRIC grant and the City was awarded assistance. She will work with Iowa Homeland Security and Emergency Management to apply for the BRIC grant.

MAYOR'S REPORT

Soseman reported that she attended a townhall meeting for Rob Sands, coffee with the seniors, and helped weed the uptown.

SENIOR CENTER
DISCUSSION

Granzen inquired about the lease agreement for the Senior Center. Garcia stated she is working with the City Attorney. She stated that the board was told they could rent out the facility but the money had to go through City Hall and the board chose not to rent out the facility. Garcia will follow up with the City Attorney on the lease agreement.

CITY MANAGER'S REPORT
CONT'D

Garcia stated that City departments are working with IWorq on implementation. She met with the Iowa West Foundation and Dorsey and Whitney. Garcia stated that she has a meeting regarding Bid Package #2 for the Wellness Center tomorrow. She has been attending NMTC meetings and awards will be released later this month. She helped with Public Works interviews and will be helping with Meals on Wheels for the month of August. Garcia has been working with HR Green to hire a subcontractor for the Brownfields project. She attended preconstruction meetings for the Wellness Center, Hospital, and WITCC projects. She also reported that the Senior Center door and inlet has been replaced.

ENTERED CLOSED SESSION

Motion by Zupp-Smith, seconded by Curnyn, to enter closed session at 6:45 p.m. per IA Code 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Motion carried unanimously.

EXIT CLOSED SESSION

Motion by Granzen, seconded by Curnyn, to return to open session at 7:12 p.m. Motion carried unanimously.

APPROVED HIRING FOR
SEASONAL
ADMINISTRATIVE CLERK

Motion by Granzen, seconded by Zupp-Smith, to approve the hiring of Giana Garcia and Elsie Jenkinson, as a Seasonal Administrative Clerk, at an hourly wage of \$12.00, an average of 20 hours per week, starting 07/29/2024 and ending 08/31/2024. Motion carried unanimously.

There being no other business, the meeting adjourned at 7:13 p.m.

Pamela Soseman, Mayor

ATTEST:

Jodie Flaherty, City Clerk