

**SECOND REGULAR CALLED CITY COUNCIL MEETING**  
**Tuesday, December 19, 2023 – 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, Logan, Miller, Zupp-Smith, and Granzen at 5:01 p.m.

PLEDGE OF ALLEGIANCE	Mayor Soseman led the pledge of allegiance.
AGENDA APPROVED	Motion by Logan, seconded by Curnyn, to approve the agenda. Motion carried unanimously.
PUBLIC HEARING: ORDINANCE TO AMEND OFFICIAL ZONING MAP	5:00 p.m. Public Hearing was held regarding an Ordinance to Amend the Official Zoning Map of the City of Denison, Iowa. There were no oral or written objections. Mayor Soseman declared the public hearing closed.
PUBLIC HEARING: ORDINANCE TO AMEND PERMIT APP FOR EXCAVATION AND OBSTRUCTION OF ROW	5:00 p.m. Public Hearing was held regarding an Ordinance to Amend the Permit Application for Excavation and Obstruction of the Right of Way of the City of Denison, Iowa. There were no oral or written objections. Mayor Soseman declared the public hearing closed.
	Granzen arrived at 5:01 p.m.
PAMELA SOSEMAN SWORN IN	Clerk Flaherty swore in re-elected Mayor, Pamela Soseman.
GREG MILLER SWORN IN	Mayor Soseman swore in re-elected City Council member At-Large, Gregory J Miller.
JOHN GRANZEN WAS SWORN IN	Mayor Soseman swore in re-elected City Council member Ward 2, John Granzen.
CONSENT AGENDA APPROVED	Motion by Zupp-Smith, seconded by Curnyn, to approve the following items on the consent agenda with clarification that item (h) is on an interim basis: a) approve and waive the reading of the minutes for 12/05/2023 regular meeting; b) approve the bills as presented; c) approve liquor license(s) for: La Estrella; d) approve tax abatement for: Lot 3 SE ¼ SEC 15, Denison Township; e) approve the hiring of Dean Thomsen as Seasonal Public Works, at an hourly wage of \$21.80, effective 12/19/2023; g) approve the hiring of Antonio Trevino as a Maintenance Worker II, at an hourly wage of \$24.16, effective 12/21/2023; h) approve the hiring of Derrick Janssen as a Maintenance Worker I, at an hourly wage of \$21.80, effective 12/26/2023; h) approve appointment of Jessica Garcia and Cory Snowgren to Crawford County Childcare Board, interim; and i) Resolution #2023-78 approving the Transfer of Funds LOST to Various. Motion carried unanimously.

OWEN AND CADE BOYLE  
WELCOMED

Mayor Soseman welcomed Owen and Cade Boyle. They stated that they were in attendance for a course requirement.

FEMA BRIC FUNDING  
UPDATE

Garcia gave an update on FEMA BRIC funding. She met with Iowa Homeland Security and Emergency Management (IHSEM) regarding the potential Wellness Center project. Due to funding technicalities, the project would be delayed at least one year and the group decided it would be best not to move forward with the application. Garcia will be working with IHSEM to create a different project in their 2024 application period.

EARLY CHALDCARE  
CENTER 28E AGREEMENT  
AMENDMENT APPROVED

Motion by Curnyn to amend the Early Childcare Center 28E Agreement. Motion died due to a lack of a second. Motion by Zupp-Smith, seconded by Logan, to amend the Early Childcare Center 28E Agreement with the change of Article 7, Section 2, to provide that the two representatives that represent a quorum, be from two separate governing bodies. Motion carried unanimously.

BURGESS PROPERTY FARM  
LEASE

Discussion was held on the Burgess Property farm lease. Garcia stated the current agreement was finalized and contained no auto-renewal language. Council would like Garcia to confirm that the contract does not auto renew since the City did not give notice. If not, Council would like to receive bids for a two-year contract.

DIRECTIONAL SIGNS  
APPROVED

Motion by Zupp-Smith, seconded by Logan, to allow directional signs to be placed in the City right of way at 1974 12<sup>th</sup> Avenue South and the homeowner be responsible for all associated expenses. Motion carried unanimously.

CONTRACT WITH LEXIPOL  
FOR GRANT WRITING  
SERVICES WITH PD

Discussion was held on the contract with Lexipol for grant writing services at the Police Department. Chief Trejo would like to hire Lexipol to write an \$85,000 grant for in car cameras upgrades. Council would like to make sure that Departments are using all sources before asking to hire grant writers. Motion by Logan, seconded by Zupp-Smith, to approve the contract for Grant Writing Services with Lexipol in the amount of \$2,500.00. Motion carried unanimously.

EMPLOYEE HANDBOOK  
ADDITIONAL CHANGES

Discussion was held on the employee handbook. Council would like to see additional changes. Motion by Logan, seconded by Granzen, to table the Resolution adopting an Updated Employee Handbook . Motion carried unanimously. Council will send their recommendations to Garcia by December 27<sup>th</sup> and hope to have the handbook on the January 2<sup>nd</sup> agenda.

RESOLUTION #2023-79  
WAGES FOR PROGRAMS  
COORDINATOR

Resolution #2023-79 was introduced Setting Wages for Programs Coordinator. Motion by Zupp-Smith, seconded by Logan, to approve Resolution #2023-79. Motion carried unanimously.

ORDINANCE #1570

Ordinance #1570 was introduced Amending Chapter 29 of the Code of Ordinances of the City of Denison, Iowa, by Amending Provisions

<p>AMENDING CHAMPTER 29 OF THE CODE PERTAINING TO THE HOUSING AGENCY</p>	<p>Pertaining to the Community Housing Agency. Motion by Zupp-Smith, seconded by Curnyn, to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings and adopt Ordinance #1570. Motion carried unanimously.</p>
<p>ORDINANCE #1571 AMENDING SECTION 167.06 OF THE CODE – OFFICIAL ZONING MAP</p>	<p>Ordinance #1571 was introduced Amending Section 167.06 of the Code of Ordinance of the City of Denison, Iowa, by Amending the Official Zoning Map of the City of Denison, Iowa. Motion by Zupp-Smith, seconded by Miller, to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings and adopt Ordinance #1571. Motion carried unanimously.</p>
<p>TABLED ORDINANCE AMENDING SECTION 141.23 OF THE CODE</p>	<p>Motion by Miller, seconded by Zupp-Smith, to table the Ordinance Amending Section 141.23 of the Code of Ordinances of the City of Denison, Iowa, by Amending the Permit Application for Excavation and Obstruction of the Right of Way of the City of Denison, Iowa. Motion carried unanimously.</p>
<p>TABLE RESOLUTION ADOPTING SUPPLEMENTAL SPECS FOR PUBLIC IMPROVEMENTS IN PUBLIC ROW</p>	<p>Motion by Miller, seconded by Logan, to table the Resolution Adopting Supplemental Specifications for Public Improvements in the City of Denison Public Right of Way. Motion carried unanimously.</p>
<p>MAYOR’S REPORT</p>	<p>Soseman reported that the Denison Middle School 6<sup>th</sup> Graders delivered Thank you cards and holiday notes. She met with the National Guard and stated they would like to conduct more community outreach. She attended a homeless meeting and leadership meeting.</p>
<p>CITY MANAGER’S REPORT</p>	<p>Garcia reported that City staff has met with multiple potential builders regarding development. She has been contacted by the vendor that completed the previous housing study. She attended a meeting with Iowa Homeland Security and Emergency Management and the Job Corps Director. She stated that Public Works Maintenance and the Director interviews were held. The next CAT grant update will be on January 11, 2024. Garcia reported that the Deputy Clerk job opening closes on December 22, 2023, and City Hall will be closed on the next two Monday to observe the holidays. Garcia stated that herself and Flaherty will be attending a Grant Management Workshop this week and the AV system is being installed.</p>
<p>BOGEY’S IS CLOSING</p>	<p>Granzen stated that Bogey’s is closing. Garcia stated that there has been no communication with Polley.</p>
<p>ENTER CLOSED SESSION</p>	<p>Motion by Zupp-Smith, seconded by Curnyn, to enter closed session at 6:07 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.</p>

RETURN TO OPEN SESSION Motion by Zupp-Smith, seconded by Miller, to return to open session at 6:24 p.m.

MOTION TO HIRE ROD OLSON AS PUBLIC WORKS DIRECTOR Motion by Zupp-Smith, seconded by Granzen, to hire Rod Olson as Public Works Director at a salary of \$79,800.00 with three weeks vacation, one week of sick leave, with an official start date of January 29, 2024, in the capacity of Public Works Director and starting as Seasonal Part-Time Public Works at a rate of \$21.80 per hour, effective December 19, 2023. Motion carried unanimously.

There being no other business, the meeting adjourned at 6:24 p.m.

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Pamela Soseman, Mayor

ATTEST:

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Jodie Flaherty, City Clerk