

**REGULAR CALLED CITY COUNCIL MEETING**  
**Tuesday, January 2, 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.

- |  |   |
|--|---|
| PLEDE OF ALLEGIANCE  | Mayor Soseman led the pledge of allegiance.   |
| AGENDA APPROVED  | Motion by Zupp-Smith, 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 December 19, 2023 Second Regular Council meeting and December 19, 2023 Planning Session; b) approve the bills as presented; c) approve cash & activity report-11/2023; d) approve budget report-11/2023; e) approve bank reconciliation-11/2023; f) approve liquor licenses for: Denison Country Club, Inc, dba Majestic Hills Golf Course; g) approve the hiring of Sean Kusters as a Non-Certified Probationary Police Officer, at an hourly wage of 28.14, effective 01/15/2024; h) approve the hiring of Sebastian Strong as a Non-Certified Probationary Police Officer, at an hourly wage of 28.14, effective 01/15/2024; and i) approve the hiring of Adam Meseck as a Maintenance Worker I, at an hourly wage of \$21.80, effective 12/26/2023. Motion carried unanimously. |
| NO CITIZEN INPUT   | There was no citizen input.   |
| ADDENDUM A FOR LAW ENFORCEMENT CENTER JOINT OPERATION AGREEMENT APPROVED | Motion by Zupp-Smith, seconded by Miller, to approve Addendum A for the Law Enforcement Center Joint Operation Agreement. Motion carried unanimously.   |
| 2024 BOND DISCUSSION WITH DA DAVIDSON                                    | Discussion was held with DA Davidson on potential 2024 Bond. Scott Stevenson with DA Davidson stated that the City had multiple bonds paid off and due to the growth in property taxes, the City can borrow approximately \$4 million and that will keep the debt service levy consistent. He stated that interest has come down to around three percent. Garcia has been working with Public Works Director Olson and they determined there are five streets they recommend for repair. The repair amounts would not exceed \$1 million. Garcia stated that Parks and Recreation upgrades would take majority of the bond proceeds. Council would like to start the hearing process with a do not exceed amount of \$4 million.  |
| OATH OF OFFICE TO POSEAN KOSTERS   | Mayor Soseman administered the Oath of Office to Police Officer Sean Kusters.   |

OATH OF OFFICE TO PO SEBASTIAN STRONG Mayor Soseman administered the Oath of Office to Police Officer Sebastian Strong.

DEPARTMENT DIRECTOR REPORTS Walley, Library Director, reported that there are two new book club programs at the Library.

Cardenas, Captain, reported that activities have increase 50 percent since last year due to new tracking requirements. The department is looking at a new camera system. He stated that Garcia and Rodriguez started the academy and the newly hired officers will attend in August.

Snowgren, Fire Chief, had nothing additional to report.

Ellis, Parks and Rec Director, stated there were two board meetings held in December and during one of the meetings, the renderings of Washington Park were received. The new Programs Coordinator starts tomorrow. Ellis reviewed the current programs, stated that Public Works helped with a drainage issue at Union Park, and that a fire proof cabinet was purchased.

MONTHLY BUILDING DEPARTMENT REPORTS Zupp-Smith stated that Council would like to receive monthly reports from the Building Department.

FRONTDESK PROMOTION Logan would like the City staff to promote Frontdesk.

DENTAL SELF-FUNDING BENEFIT PLAN WITH TRISTAR BENEFITS APPROVED Motion by Zupp-Smith, seconded by Curnyn, to approve the Dental Self-Funding Benefit Plan Run-out Administrative Agreement with Tristar Benefit Administrators. Motion carried unanimously.

APPROVED 2024 MILEAGE REIMBURSEMENT POLICY Motion by Curnyn, seconded by Logan, to approve the Mileage Reimbursement Policy for 2024. Motion carried unanimously.

WCP, LLC GIVEN NOTICE TO VACATE BY THE CITY AND GOLF COURSE Garcia reported the City and Golf Course gave notice to vacate to WCP, LLC. The Boulders Commission recommends the City Council approve a liquor license for the Country Club and the Golf Course employees manage events in exchange for their February and March 2024 monthly rental fee and the cost of utilities. The Commission is currently looking for options for the Conference Center and will bring their recommendations to Council. Council would like Garcia to draft an amendment to the Golf Course lease to manage events in lieu of rent and utilities and potentially schedule a special meeting to approve.

DISCUSSION ON REGISTERING VACANT PROPERTIES Discussion was held on requiring property owners to register vacant properties. Council would like property owners to register vacant properties, submit their grievances to Council, and Council will consider the grievance on an individual basis. Motion by Miller, seconded by Curnyn, to approve the property owners request at 713 E Circle Road, to not register their vacant rental property. Roll call: Ayes: Miller, Curnyn, Logan Nays: Zupp-Smith, Granzen. Motion carried 3-2 vote.

TIMECLOCK PLUS, LLC  
CONTRACT APPROVED

Motion by Granzen, seconded by Miller, to approve the Contract with Timeclock Plus, LLC for Schedule Anywhere Software for 36 months in the amount(s) of CY 24, \$1,320.00, CY 25, \$1386.00, CY 26, \$1,455.25, paid annually. Motion carried unanimously.

REQUEST FROM DMU  
BOARD FOR ADDITIONAL  
PLEDGE FOR WELLNESS  
CENTER

Discussion was held on a request from the Denison Municipal Utility (DMU) Board. They recently approved a \$250,000 pledge for the Wellness Center. The DMU Board pledged an additional \$83,333.00 contingent the City Council and County Supervisors pledged the same amount. Motion by Logan, seconded by Zupp-Smith, to approve a pledge of \$83,333.00 contingent upon the County agreeing to pledge the same. Motion carried unanimously.

DISCUSSION ON YMCA  
28E AGREEMENT

Discussion was held on the YMCA 28E Agreement. Council would like to know what the management costs cover, the cost of building insurance, and would like to see the proposed profit and loss.

VISIONING BOARDS  
ADOPTED

Motion by Logan, seconded by Zupp-Smith, to adopt Visioning Boards. Motion carried unanimously.

JANUARY 16<sup>TH</sup> & 23<sup>RD</sup> –  
BUDGET WORKSHOP  
DATES

Discussion was held on Budget Workshop dates. Council would like to meet after the Council meeting on Tuesday, January 16<sup>th</sup>, and Tuesday, January 23<sup>rd</sup> at 6 p.m.

ORDINANCE #1572  
AMENDS THE PERMIT APP  
FOR EXCAVATION &  
OBSTRUCTION OF THE  
ROW

Ordinance #1572 was introduced 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 by Zupp-Smith, seconded by Logan, to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings and adopt Ordinance #1572. Motion carried unanimously.

RESOLUTION #2024-01  
ADOPTS SUPPLEMENTAL  
SPECS FOR PUBLIC  
IMPROVEMENTS IN ROW

Resolution #2024-01 was introduced Adopting Supplemental Specifications for Public Improvements in the City of Denison Public Right of Way. Motion by Zupp-Smith, seconded by Granzen, to approve Resolution #2024-01. Motion carried unanimously.

RESOLUTION #2024-02  
ADOPTS AN UPDATED  
EMPLOYEE HANDBOOK

Resolution #2024-02 was introduced Adopting an Updated Employee Handbook. Motion by Logan, seconded by Zupp-Smith, to approve Resolution #2024-02. Motion carried unanimously.

RESOLUTION #2024-03  
SET TIME & PLACE FOR  
PUBLIC HEARING ON  
ORDINANCE TO DISPOSE  
OF BELL LOG CABIN

Resolution #2024-03 was introduced Setting the Time and Place to Conduct a Public Hearing Regarding an Ordinance to Dispose of the Bell Log Cabin in the City of Denison, Iowa. Motion by Zupp-Smith, seconded by Granzen, to set the public hearing for January 16, 2024, at 5:00 p.m. and to approve Resolution #2024-03. Motion carried unanimously.

MAYOR REPORT

Soseman updated Council on the Homeless meetings. She stated that the City previously offered vouchers and will do additional research on the program. She attended a meeting regarding the color scheme at the Wellness Center and is continuing to meet with the Seniors.

CITY MANAGER REPORT Garcia reported that she has been organizing the files for the conference center. She received a noticed of retirement at Public Works and stated that there are currently three openings within the City. Garcia is ready to work on street bid lettings and stated that the GMP bids for the Wellness Center will be going out.

ENTERED CLOSED SESSION Motion by Zupp-Smith, seconded by Logan, to enter closed session at 7:16 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.

RETURN TO OPEN SESSION Motion by Miller, seconded by Zupp-Smith, to return to open session at 7:28 p.m. Motion carried unanimously.

APPROVED HIRING OF LAURA OTTO AS DEPUTY CLERK Motion by Zupp-Smith, seconded by Miller, to hire Laura Otto as the Deputy Clerk at \$25.00 per hour, with no changes to benefits, to receive a \$1.00 raise after obtaining her Clerk's Certification, and to receive a \$1.00 raise after obtaining her Finance Certification. Motion carried unanimously.

There being no other business, the meeting adjourned at 7:29 p.m.

---

Pamela Soseman, Mayor

ATTEST:

---

Jodie Flaherty, City Clerk