

REGULAR CALLED CITY COUNCIL MEETING
Tuesday, November 7, 2023 – 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, Zupp-Smith, and Miller via telephone.

- PLEDGE OF ALLEGIANCE** Mayor Soseman led the pledge of allegiance.
- AGENDA APPROVED** Motion by Zupp-Smith, seconded by Granzen, to approve the agenda. Motion carried unanimously.
- CONSENT AGENDA APPROVED** Motion by Curnyn, seconded by Granzen, to approve the following items on the consent agenda: a) approve and waive the reading of the minutes for 10/17/2023 Regular Council meeting and 10/21/2023 Special Council meeting; b) approve the bills as presented; c) approve liquor licenses for: Casey’s General Store #2489, St Rose of Lima Roman Catholic Church, and Wise Money Quilting; and d) approve the Special Event Permits and waive the fees: Winter Snowcial. Motion carried unanimously.
- Mariah Nutt stated that her sister MaKenna Meseck was in attendance for her government class.
- DEPARTMENT HEAD REPORTS**
- Martens, Public Works Director, stated the department has been working on banners, Christmas lights, winterizing facilities, working on street repairs, and preparing equipment for winter.
- Ellis, Parks & Recreation Director, stated that he attended Incident Investigation training, Kinderkickers has finished, and he reported on past and current events.
- Snowgren, Fire Chief, reported that the department had trick-or-treating night at the Fire Station and had 955 people in attendance. He stated that the aerial truck will be tested this month, 14 inspections were conducted for WESCO, and the City Hall generator pad was framed and poured.
- CITY HALL VISITORS** Soseman stated that on November 28th, three 2nd grade classes will tour City Hall and she will need all Department Directors present.
- MARY HARGENS DAY PROCLAMATION** Mayor Soseman read the Mary Hargens Day of Recognition Proclamation.
- ABCreative APPROVED TO CONSTRUCT WASHINGTON PARK PLAYGROUND** Discussion was held on the Washington Park Playground equipment. The Parks & Recreation Commission recommends hiring ABCreative. They are known for their rope system and the structure will have a 30-to-40-year life expectancy. Motion by Zupp-Smith, seconded by Logan, to approve hiring ABCreative for the Washington Park Playground equipment project. Motion carried unanimously.

SET UP AD HOC
COMMITTEE TO UPDATE
CIP

Discussion was held on the Capital Improvement Plan (CIP). Garcia recommends setting up an ad hoc committee to update the CIP. Council consensus is to move forward with creating an ad hoc committee to update the CIP.

INTERIM CITY MANAGER
WAGES DISCONTINUED
11-07-2023

Discussion was held on the Interim City Manager wages. Council consensus was to end the Interim City Manager wages effective Tuesday, November 7, 2023.

PUBLIC WORKS
DEPARTMENT HIRING

Discussion was held on hiring for the Public Works Department. Council would like to advertise for two maintenance worker positions, a working foreman, and look at potentially adjusting the wages schedule.

FEMA BRIC FUNDING
DISCUSSION

Discussion was held on FEMA BRIC funding. Garcia stated there are grant funds available for natural disaster relief. The State recommends that Denison Municipal Utilities, Crawford County, and the City make a joint application that benefits all entities. If chosen, the funding is 100 percent funded and there is no cost from the City.

COUNCIL CODE OF
CONDUCT

Discussion was held on creating a Council Code of Conduct. Council would like additional time to review the code of conduct samples. Motion by Logan, seconded by Zupp-Smith, to table the discussion. Motion carried unanimously.

ZUPP-SMITH, COUNCIL
LIAISON TO LIBRARY &
AIRPORT

Motion by Miller, seconded by Logan, to appoint Jennifer Zupp-Smith as Council liaison to the Library and Airport. Motion carried unanimously.

SUPPLEMENTAL
SPECIFICATIONS

Discussion was held on Supplemental Specifications for Public Improvements in the Public Right-of-Way. Council would like the City Attorney to review the proposed specifications.

WHEELS TO HEELS TRAIL
CONCRETE REPAIRS

Discussion was held on concrete repairs on the Wheels to Heels Trail. Motion by Logan, seconded by Zupp-Smith, to close the trail and obtain quotes to repair the concrete. Motion carried unanimously.

JD GATOR & PLOW FOR
FLOOD CONTROL

Motion by Logan, seconded by Miller, to approve the quote from Van-Wall Equipment for the Flood Control John Deere Gator and Plow, in the amount of \$34,000.00, pending Van-Wall honors the price quote. Motion carried unanimously. Discussion ensued regarding an additional purchase. Due to the Public Works Department also needing a UTV, Council would like to see if the City can receive a discount for ordering multiple units. Motion by Zupp-Smith, seconded by Curnyn, to rescind the previous motion to approve the quote from Van-Wall Equipment. Motion carried unanimously. Motion by Granzen, seconded by Zupp-Smith, to table item 18, motion to approve the quote from Van-Wall Equipment for the Flood Control John Deere Gator and Plow, in the amount of \$34,000.00. Motion carried unanimously.

TIF INDEBTEDNESS
CERTIFICATION

Motion by Zupp-Smith, seconded by Logan, to approve annual TIF Indebtedness Certification. Motion carried unanimously.

RESOLUTION #2023-64
FY 22/23 ANNUAL
FINANCIAL REPORT

Resolution #2023-64 was introduced Approving FY 22/23 Annual Financial Report. Motion by Miller, seconded by Zupp-Smith, to approve Resolution #2023-64. Motion carried unanimously.

RESOLUTION #2023-65
FY 22/23 ANNUAL URBAN
RENEWAL REPORT

Resolution #2023-65 was introduced Approving FY 22/23 Annual Urban Renewal Report. Motion by Zupp-Smith, seconded by Granzen, to approve Resolution #2023-65. Motion carried unanimously.

RESOLUTION #2023-66
UPDATED STANDARD
TITLE VI DISCRIMINATION
AGREEMENT WITH THE
IDOT

Resolution #2023-66 was introduced approving the Submittal of an Updated Standard Title VI-Non-Discrimination Assurances with the United States Department of Transportation and Title VI Non-Discrimination Agreement with the Iowa Department of Transportation in Order to Receive Federal Financial Assistance via the Federal Highway Administration. Motion by Granzen, seconded by Zupp-Smith, to approve Resolution #2023-66. Motion carried unanimously.

RESOLUTION #2023-67
SET WAGES FOR PARKS &
REC DIRECTOR

Resolution #2023-67 was introduced Setting Wages for Parks & Recreation Director. Motion by Zupp-Smith, seconded by Logan, to approve Resolution #2023-67. Motion carried unanimously.

ORDINANCE #1570
VACATE & COVEY CITY
PROPERTY

Ordinance #1570 was introduced to Vacate and Covey City Property. Motion by Granzen, seconded by Miller, to waive the 2nd and 3rd readings. Motion carried unanimously. Motion by Granzen, seconded by Miller, to adopt Ordinance #1570. Motion carried unanimously.

RESOLUTION #2023-68
APPROVE STORMWATER
EASEMENTS

Resolution #2023-68 was introduced to Approve Stormwater Easements. Motion by Zupp-Smith, seconded by Logan, to approve Resolution #2023-68. Motion carried unanimously.

APPROVE QUIT CLAIM
DEED

Motion by Granzen, seconded by Logan, to Approve the Quit Claim Deed. Motion carried unanimously.

MAYOR REPORT

Soseman stated that the Council received a “Thank you letter” from the Denison Student Council for the City’s help with the Homecoming events. She attended leadership training and will help create a steering committee. She also attended a meeting in Ames for the Community Visioning presentations. Soseman stated that she will be meeting with the Uptown Improvement Committee to work on wayfinding signs and HR Green will have a Brownfields table at the Snowcial event. She is also working Christmas banners for South Main Street.

CITY MANAGER REPORT

Garcia invited Council to grant writing training and reported that budget worksheets have been distributed. She also reminded Council that City departments are closed on Friday in observance of Veteran’s Day.

ENTER CLOSED SESSION

Motion by Logan, seconded by Granzen, to enter closed session at 7:04 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 Logan, seconded by Curnyn, to return to open session at 8:30 p.m. with no action taken. Motion carried unanimously.

There being no other business, the meeting adjourned at 8:31 p.m.

Pamela Soseman, Mayor

ATTEST:

Jodie Flaherty, City Clerk