

**SECOND REGULAR CALLED CITY COUNCIL MEETING**  
**Tuesday, November 21, 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, Granzen, Logan, Miller, and Zupp-Smith.

- PLEDGE OF ALLEGIANCE      Mayor Soseman led the pledge of allegiance.
- AGENDA APPROVED              Motion by Miller, seconded by Curnyn, to approve the agenda.  
Motion carried unanimously.
- JENNIFER ZUPP-SMITH  
SWORN IN                      Mayor Soseman swore in newly elected Council Member At-Large to  
Fill a Vacancy, Jennifer Zupp-Smith.
- CONSENT AGENDA  
APPROVED                      Motion by Miller, seconded by Logan, to approve the following items  
on the consent agenda: a) approve and waive the reading of the  
minutes for November 7, 2023 regular meeting; b) approve the bills as  
presented; c) approve cash & activity report-10/2023; d) approve  
budget report-10/2023; e) approve bank reconciliation-10/2023; f)  
Resolution #2023-69 for the Transfer of Funds from LOST to Debt  
Service; g) Resolution #2023-70 for the Transfer of Funds RUT to  
Debt Service; and h) Resolution #2023-71 for the Transfer of Funds  
from TIF to Debt Service. Motion carried unanimously.
- HOT SUMMER NIGHTS  
DONATION TO WELLNESS  
CENTER COMMITTEE              Soseman thanked Taylor Borkowski for her work on the Hot Summer  
Nights events. Borkowski thanked Council, Public Works, and City  
staff for their help with the event and presented a \$12,000.00 check  
from the Hot Summer Nights proceeds to the Wellness Center  
Committee.
- SAFE ROUTES TO SCHOOL  
TRAIL PROJECT – WATER  
ISSUES                          Discussion was held on the water issues at the Safe Routes to School  
Trail project. Testing will be conducted to see if the City or Denison  
Municipal Utilities (DMU) is responsible for the water leak. Motion  
by Miller, seconded by Logan, to approve the invoice from Ten Point  
Construction in the amount of \$58,182.23, for the Denison PCC  
Sidewalk/Trail. Motion carried unanimously.
- RESOLUTION #2023-72  
CERT OF ENGINEER AND  
WORK COMPLETION OF  
2023 STREET REPAIRS  
PROJECT #2                      Resolution #2023-72 was introduced Approving Certificate of  
Engineer and Accepting the Work Completion of “2023 Street Repairs  
Project #2: 1<sup>st</sup> Avenue South, South 12<sup>th</sup> Street to South Main Street,  
Denison, IA.” Motion by Zupp-Smith, seconded by Curnyn, to  
approve Resolution #2023-72. Motion carried unanimously.
- SAFE ROUTES TO SCHOOL  
TRAIL PROJECT UPDATE              Terry Crawford gave the Safe Routes to School Trail project update.  
The project was suspended on September 29, 2023 due to the seeding  
period ending. The project will not be finalized until Spring and after  
the dormant seeding is completed. Zupp-Smith would like the  
finalized paperwork to stated “dormant seeding.” Motion by Logan,

SAFE ROUTES TO SCHOOL TRAIL PROJECT UPDATE (CONT)	seconded by Curnyn, to approve Change Order #1 in the amount of \$43,684.82 for the Safe Routes to School Trail project. Motion carried unanimously.
SAFE ROUTES TO SCHOOL-TEN POINT CONST. PAY EST #3 APPROVED	Motion by Miller, seconded by Granzen, to approve Pay Estimate #3 to Ten Point Construction, Co, Inc, in the amount of \$62,631.29 for the Safe Routes to School Trail project. Motion carried unanimously.
QUOTE FOR FLOOD CONTROL JD GATOR AND PLOW APPROVED	Motion by Zupp-Smith, seconded by Logan, to approve the quote from Van-Wall Equipment for the Flood Control John Deere Gator and Plow, in the amount of \$34,250.00. Motion carried unanimously. Council will review a UTV for the Public Works department after the new director is hired.
HEALTH INSURANCE RENEWAL	Discussion was held on the 2024 Health Insurance renewal. If possible, Council would like to see additional options before the renewal. Motion by Zupp-Smith, seconded by Miller, to approve the 2024 Health Insurance renewal contingent upon the renewal date. Motion carried unanimously.
AT&T TEMPORARTY LICENSE AGREEMENT UPDATE	Garcia gave Council an update on the AT & T Temporary License Agreement. The agreement is for one year and the City will receive \$1,000 per month. Motion by Zupp-Smith, seconded by Miller, to approve the AT & T Temporary License Agreement. Motion carried unanimously.
MAYOR APPROVED TO SIGN AMEND 1 TO GRANT AGREEMENT BETWEEN IOWA ECONOMIC DEV AUTHORITY AND THE CITY	Motion by Miller, seconded by Logan, to allow the Mayor to sign Amendment One to the Grant Agreement between the Iowa Economic Development Authority and the City of Denison. Motion carried unanimously.
PURCHASE OF AUDIO VISUAL EQUIPMENT APPROVED	Motion by Miller, seconded by Curnyn, to authorize the City Manager to purchase audio visual equipment not to exceed \$25,000.00. Motion carried unanimously.
WHEELS TO HEELS EASEMENT BY WITCC	Discussion was held on the Wheels to Heels Easement by Western Iowa Tech Community College (WITCC). A portion of campus remodel will encroach on the Wheels to Heels easement. Council would like Garcia to continue to work on the easement encroachment and ask WITCC to pay legal fees.
TABLED RESOLUTION ADOPTING UPDATED EMPLOYEE HANDBOOK	Motion by Miller, seconded by Curnyn, to table the Resolution adopting an updated Employee Handbook . Motion carried unanimously.
MAYOR REPORT	Mayor Soseman reported that she attended a Welcoming America meeting. She will be working on a 10-member steering committee. She attended a Community Visioning meeting and the visioning boards will need to be adopted. Soseman became aware of an issue

MAYOR REPORT (CONT)

with the Senior Center Building flooring. The Building Inspector has contacted the contractor who completed the project. She has been attending weekly meetings with KDSN and stated that the Uptown Improvement Committee will be working on wayfinding signs. Soseman stated on November 28<sup>th</sup>, the Denison Elementary School 2<sup>nd</sup> grade classes will be visiting City Hall.

CITY MANAGER REPORT

Garcia, City Manager, reported that City Hall will be closed on Thursday and Friday for Thanksgiving. She stated that the FEMA BRIC grant will be moving forward but in phases and the application is due the 2<sup>nd</sup> week in January. Garcia reported that Snowgren has been supervising the Public Works Department and thanked him for his efforts. She stated that applications for all Public Works positions will be accepted until November 27, 2023. Curnyn and Soseman will review applications on November 28, 2023, and potentially hold interviews via closed session on December 5, 2023.

There being no other business, the meeting adjourned at 6:20 p.m.

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Pamela Soseman, Mayor

ATTEST:

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Jodie Flaherty, City Clerk