

SECOND REGULAR CALLED CITY COUNCIL MEETING

Tuesday, October 17, 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 Logan, to approve the agenda. Motion carried unanimously.
- CONSENT AGENDA APPROVED Motion by Zupp-Smith, seconded by Curnyn, to approve the following items on the consent agenda: a) approve and waive the reading of the minutes for 10/03/2023 Regular Council meeting; b) approve the bills as presented; c) approve cash & activity report-09/2023; d) approve budget report-09/2023; e) approve bank reconciliation-09/2023; f) approve appointment of Sandy Kennedy to replace Jennifer Zupp-Smith to Board of Library Trustees, term expiring 07/2026; g) approve reappointment of Roger Preul to Denison Community Housing Agency, term expiring 07/2026; Scott Kinzer to the Boulders Conference Center Commission, term expiring 06/2027; h) approve the hiring of Anthony Rodriguez as a Non-Certified Probationary Police Officer, at an hourly wage of 28.14, effective 10/23/2023; and i) approve the hiring of Oscar Garcia as a Non-Certified Probationary Police Officer, at an hourly wage of 28.14, effective 10/23/2023. Motion carried unanimously.
- NO CITIZEN INPUT There was no citizen input.
- OATH OF OFFICE FOR ANTHONY RODRIGUEZ & OSCAR GARCIA Mayor Soseman administered the oath of office for Non-Certified Probationary Police Officers Anthony Rodriguez and Oscar Garcia.
- QUARTERLY TOURISM REPORT Mariah Nutt introduced Drew Perrien who has been hired as the new Tourism Coordinator at the CDC. She presented the quarterly tourism report which touched on the success of this year's Tri City BBQ. Next year's event will take place on September 20-21, 2024, and has been approved by the KCBS. The winter snowcial has been set for December 2. Denison had 5 bus tours this year and they would like to set up more for next year. Paul Plumb also wanted to recognize city workers for being great to work with at city-wide events.
- PROCUREMENT POLICY LEVEL OF PAY RAISED FOR ELECTED OFFICIALS - GRANZEN WILL NOW BE PAID FOR HIS WEEKEND TIME The state has raised the procurement policy levels of pay for elected officials, and the City matching those levels. Ergo, Granzen has requested to start being paid for his weekend duties with the Fire Department. In the past, he has donated his time in an effort to be able to complete small jobs for the City. Motion by Miller, seconded by Zupp-Smith, to begin paying Granzen for Fire Department Weekend Duty. Ayes: Miller, Zupp-Smith, Curnyn, Logan. Abstain: Granzen. Motion carried.

APPLYING TO TO BE A
RAGBRAI HOST
COMMUNITY

Garcia asked for Council input regarding applying to be a RAGBRAI host community. The deadline is October 31 to submit the application. Possible overnight dates are July 21 or 22. If Denison is selected, the RAGBRAI committee would need seed money, which could come from the Tourism Board. The consensus of Council is to submit the application.

NONESSENTIAL
EMPLOYEES WITH OVER
40 HRS COMP TIME WILL
BE SENT HOME TO USE UP
SOME OF THEIR TIME

Garcia informed Council that several employees are still above 40 hours of unused comp time. She asked for direction on how to handle the situation, as the handbook the City is working with at this time states that employees cannot have more than 40 hours. Council consensus is to instruct department heads to start sending nonessential people home to use their comp time.

INVOICES AND BILLS
BEING SCANNED AND
SAVED ELECTRONICALLY

Zupp-Smith introduced the idea of having invoices and bills scanned and saved electronically. She had suggestions for staff on how it could be accomplished. Council consensus is to try it to see if it works for the City.

SIDEWALK PROGRAM

Garcia is working with Building Inspector Chris Flattery on a sidewalk program. The sidewalk fund has approximately \$50,000 in it . They would like to have the program ready by spring. Flattery had several questions for Council, including who would oversee the program, would they use in house or contractor labor, what kind of repayment plans could be utilized, and others. Garcia and Flattery will work on a program that can be brought to Council for approval.

1ST AVENUE SOUTH
STREET REPAIRS CHANGE
ORDER

Street repairs on 1st Avenue South from South 14th Street to South Main Street were discussed. Motion by Zupp-Smith, seconded by Logan, to approve Change Order #1 to Ten Point Construction for the 2023 Street Repairs-1st Avenue South, in the amount of \$21,410.15. Motion carried unanimously.

PERIODIC COST ESTIMATE
#1 FOR 1ST AVENUE SOUTH
STREET REPAIRS
APPROVED

Motion by Curnyn, seconded by Zupp-Smith, to approve periodic cost estimate #1 to Ten Point Construction for the 2023 Street Repairs-1st Avenue South, in the amount of \$198,418.10. Motion carried unanimously.

CSI PROPOSAL FOR
LIBRARY SERVER
APPROVED

Motion by Logan, seconded by Granzen, to accept the proposal from Computer Service Innovations in the amount of \$20,626.60 for the Library Server with Rod Bradley for labor at an estimated cost of \$1,200. Motion carried unanimously. This will be paid using the Library's Capital Improvement money. The server will take approximately 6 months to build and install.

BECK ENGINEERING
PROPOSAL FOR
WASHINGTON PARK
APPROVED

Motion by Zupp-Smith, seconded by Granzen, to approve the Beck Engineering Proposal for Washington Park, at an amount not to exceed \$7,950 for Phase I and a lump sum fee of \$6,900 for Phase II. The project will be completed in two phases. Curnyn stated that Beck Engineering was very affordable in this project, and they have been to meetings to answer questions. The Park and Rec Washington Park fund will be used for this cost. Motion carried unanimously.

CITY MANAGER
APPROVED TO SIGN
USDOT & IDOT TITLE VI
AGREEMENT

Motion by Zupp-Smith, seconded by Miller, to allow the City Manager to sign the USDOT Standard Title VI/NonDiscrimination Assurances and IowaDOT Title VI Non-Discrimination Agreement. Motion carried unanimously.

RESOLUTION #2023-61
OFFICIAL STREET
FINANCE REPORT FY2023

Resolution #2023-61 was introduced Approving Official Street Finance Report FY 2023. Motion by Zupp-Smith, seconded by Miller, to approve Resolution #2023-61. Motion carried unanimously.

RESOLUTION TO DISPOSE
OF CITY PROPERTY AND
APPROVE STORMWATER
EASEMENTS TABLED

Resolution was introduced to Dispose of City Property and Approve Stormwater Easements. Motion by Curnyn, to approve Resolution. Zupp-Smith asked about the plat that should have been attached to this resolution but was not. Motion died for lack of a second. Motion by Miller, seconded by Zupp-Smith, to table this item until the plat can be attached. Motion carried unanimously.

APPROVAL OF QUIT CLAIM
DEED RE: DISPOSAL OF
CITY PROPERTY TABLED

Motion by Miller, seconded by Granzen, to table the Approval of the Quit Claim Deed regarding the disposal of city property. Motion carried unanimously.

RESOLUTION #2023-62
APPROVED CONTRACT
FOR THE WELLNESS
CENTER

Resolution #2023-62 was introduced Approving the Contract for Wellness Center for the County of Crawford Located in Denison, Iowa. Garcia stated that the City Attorney has reviewed and approved the contract for the Wellness Center. Motion by Zupp-Smith, seconded by Logan, to approve Resolution #2023-62. Motion carried unanimously.

RESOLUTION #2023-63
APPROVED WORK FOR
CONSTRUCT RUNWAY
18/36 PHASE 3, STAGE 2

Resolution #2023-63 was introduced Accepting the Work for “Construct Runway 18/36 Phase 3, Stage 2 (Grading and Drainage) Denison Municipal Airport-Denison, Iowa FAA AIP Project Number 3-19-006-017 (FY 21)”. Motion by Miller, seconded by Curnyn, to approve Resolution #2023-63. Motion carried unanimously.

CLOSED SESSION

Motion by Zupp-Smith, seconded by Logan, to enter closed session at 6:22 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. Roll call: Ayes: Miller, Logan, Curnyn, Granzen, and Zupp-Smith. Nays: None. Motion carried.

EXIT CLOSED SESSION –
NO ACTION TAKEN

Motion by Miller, seconded by Zupp-Smith, to exit closed session at 7:10 p.m. Motion carried unanimously. No action was taken after the closed session.

There being no other business, the meeting adjourned at 7:10 p.m.

Pamela Soseman, Mayor

ATTEST:

Christy Welch, Deputy City Clerk