



**Grinnell FINANCE COMMITTEE Meeting**  
**MONDAY, APRIL 20, 2020 AT 7:30 A.M.**  
**VIA ZOOM**

<https://zoom.us/j/95187582932?pwd=MzRta0JRd3ZwVEVrREZNc09qbG1Zdz09>

***MINUTES***

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**ROLL CALL:** Wray (Chair), White, Bly. Also present: Mayor Agnew, Delphina Baumann, Joe Bagnoli, Russ Behrens, and Ann Wingerter.

**PERFECTING AND APPROVAL OF AGENDA:** Approved as presented.

**COMMITTEE BUSINESS:**

1. White made the motion, second by Bly to approve Resolution No. 2020-65 – A resolution approving lease with the Grinnell Housing Authority. AYES: 3-0. Motion carried.
2. Bly made the motion, second by White to approve Resolution No. 2020-66 – A resolution amending the city of Grinnell Personnel Policy Manual. AYES: 3-0. Motion carried.
3. The committee reviewed delinquent city utility account list. No action was taken.
4. The committee reviewed CDBG COVID-19 grant proposal. No action was taken.
5. White made the motion, second by Bly to approve special Campbell Fund request from the Grinnell Optimist Club for \$2,000 to assist in funding the annual “Backpack for Kids” program the second Saturday in August. AYES: 3-0. Motion carried.
6. White made the motion, second by Bly to approve funding of \$5,000 toward special request to the Campbell Fund for Grinnell Food Coalition. A report will be sent every two weeks listing recipients and the Campbell Fund income guidelines will be changed to 200% of the poverty level for six months. AYES: 3-0. Motion carried.

**INQUIRIES:**

Two scholarships that were a part of the regular Campbell Fund requests were discussed.

The meeting was adjourned at 8:10 a.m.

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JO WRAY, CHAIR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



**Grinnell PUBLIC WORKS AND GROUNDS Meeting**  
**MONDAY, APRIL 20, 2020 AT 4:45 P.M.**  
**VIA ZOOM**

<https://zoom.us/j/93440851640?pwd=MkVLCWY1QWxhT3ZLRkd4KzJrQ0xZUT09>

***MINUTES***

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**ROLL CALL:** Hueftle-Worley (Chair), Wray, Gaard. Also present: Mayor Agnew, Greg Roth, Tyler Avis, Russ Behrens, and Ann Wingerter.

**PERFECTING AND APPROVAL OF AGENDA:** Approved as presented.

**COMMITTEE BUSINESS:**

1. Greg Roth, Veenstra & Kimm, provided an update on the Iowa Department of Natural Resources State Revolving Fund grant storm water quality projects. No action was taken.
2. Tyler Avis provided an update from Building regarding cemetery electronic records and work done in recent months. No action was taken.

**INQUIRIES:**

Hueftle-Worley commented that he will be speaking to Ralph Bohstedt about purchasing the land for the water tower.

The meeting was adjourned at 5:01 p.m.

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BYRON HUEFTLE-WORLEY, CHAIR

ATTEST:

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ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING  
MONDAY, APRIL 20, 2020 AT 5:30 P.M.  
VIA ZOOM**

<https://zoom.us/j/96062440077?pwd=UTJKaEMxeXd4UkQyTmp1c05pMjdoUT09>

***MINUTES***

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**ROLL CALL:** White (Chair), Hueftle-Worley, Davis. Also present: Mayor Agnew, Jo Wray, Rachel Bly, Dennis Reilly, Dan Sicard, Russ Behrens, and Ann Wingerter.

**PERFECTING AND APPROVAL OF AGENDA:** Approved as presented.

**COMMITTEE BUSINESS:**

1. Hueftle-Worley made the motion, second by Davis to approve upgrading Grinnell Fire Department to EMT level ambulance with transport. AYES: 3-0. Motion carried.
2. The committee reviewed the amended Emergency Medical Services agreement with Midwest Ambulance to provide for second out ambulance. Davis had some suggestions on changes in wording. No formal action was taken.

**INQUIRIES:** None.

The meeting was adjourned.

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JIM WHITE, CHAIR

ATTEST:

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ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



**GRINNELL PLANNING COMMITTEE MEETING  
MONDAY, APRIL 20, 2020 AT 6:15 P.M.  
VIA ZOOM**

<https://zoom.us/j/97662518721?pwd=cZlZZUZ1VFVJSU5YMWUrN1R0V1RSUT09>

***MINUTES***

**ROLL CALL:** Bly (Chair), Davis, Gaard. Also present: Mayor Agnew, Jo Wray, Tyler Avis, Russ Behrens, and Ann Wingerter.

**PERFECTING AND APPROVAL OF AGENDA:** Approved as presented.

**COMMITTEE BUSINESS:**

1. The committee reviewed the draft of 2020 City Council Strategic Planning Work Session – Executive Summary and Action Plans for the first six items. No action was taken.
2. Tyler Avis provided a review of the nuisance property priority list and action plan. No action was taken.
3. Tyler Avis gave input and the committee discussed maintenance and ongoing nuisance abatement of 11 11<sup>th</sup> Avenue. No action was taken.

**INQUIRIES:** None.

The meeting was adjourned at 6:43 p.m.

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RACHEL BLY, CHAIR

ATTEST:

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ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

**MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**

March 25, 2020, 5:15 p.m

**Electronic Meeting**

made available via Zoom from the online City Agenda Center

<https://us04web.zoom.us/j/826201150>

**allowed as per Governor Reynold's State Public Health Emergency Declaration, March 20, 2020  
due to potential for spread of COVID-19**

**ROLL CALL:**    \_X\_Elfenbein    \_X\_Hardin    \_Hammond    \_X\_McFee  
                  \_X\_Pagliai    \_X\_Rudolph    \_Swick    Others present: \_X\_Kennett

President Pagliai called the meeting to order at 5:16 p.m.

**APPROVAL OF AGENDA:** Elfenbein moved and Rudolph seconded approval of the agenda, noting the need to meet electronically due to COVID-19 social distancing practices.

Roll call vote: \_Aye\_Elfenbein    \_Aye\_Hardin    \_Aye\_McFee    \_Aye\_Pagliai    \_Aye\_Rudolph

**APPROVAL OF MINUTES:** Rudolph moved and Elfenbein seconded approval of the February 26, 2020 Regular Board Meeting minutes.

Roll call vote: \_Aye\_Elfenbein    \_Aye\_Hardin    \_Aye\_McFee    \_Abstain\_Pagliai    \_Aye\_Rudolph

**COMMUNICATIONS:**

1. Endowment report for February was received from the Greater Poweshiek Community Foundation. Fund balance, as of 2/29/2020, is \$121,590.55.

**REPORT OF DIRECTOR:**

1. Statistical reports were not available at this time.

2. Kennett reported on the library's service response due to Coronavirus (COVID-19) conditions

3/13/20 All non-essential meetings to be held at DCL were cancelled from 3/13/20 through April

3/16/20 G-N Schools announced school closures. DCL restricted public access to the lobby with signage regarding COVID-19 social distancing and public health hygiene guidelines. A one-person internet station was provided in the book store with disinfecting occurring after each use. One online catalog station was accessible in lobby with tables for library users to fill out book request forms. Hand washing available and hand sanitizer available for use by the public. Online methods were created to facilitate material requests. Staff instituted social distancing protocols amongst staff members.

3/17/20 DCL reduced hours for public services to "Summer Hours". Protocols for social distancing amongst staff members continued to be improved on a daily basis as staff became familiarized.

3/18/20 DCL further limited public access to the library facility by providing only curbside pickup of physical materials. Library staff took out materials to vehicles parked at north library entrance. Public internet station discontinued. Moved wireless access points closer to the building's exterior to strengthen outdoor signal for improved wireless connectivity for the public.

3/25/20 DCL further reduced hours for public services to 10 am – 5 pm, Monday – Friday.  
Kennett is working with City Administration to ensure policies and applicable laws are adhered to.

**COMMITTEE REPORTS:**

*Building & Grounds – none*

*Finance, Salary, & Personnel - none*

*Long Range Planning – none*

*Policy – none*

**TRUSTEE REPORTS:** *None.*

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Reports unavailable.

**OLD BUSINESS:** *None.*

**NEW BUSINESS:**

1. McFee moved and Hardin seconded the waiver of current balances on library cardholder accounts and halting future accumulation of overdue charges on cardholder accounts until the Library resumes normal operations.  
Roll call vote: *\_Aye\_Elfenbein \_Aye\_\_Hardin \_Aye\_McFee \_Aye\_Pagliai \_Aye\_\_Rudolph*
2. Hardin moved and McFee seconded approval for a temporary closure of DCL as Library Director and City Manager deem necessary.  
Roll call vote: *\_Aye\_Elfenbein \_Aye\_\_Hardin \_Aye\_McFee \_Aye\_Pagliai \_Aye\_\_Rudolph*

**TRUSTEE CONTINUING EDUCATION:** *None.*

Elfenbein moved and Hardin seconded adjournment.

Meeting adjourned at 5:35 p.m.

Next meeting: April 22, 2020 at 5:15 p.m.

Theresa Pagliai  
Library Board President

  
Marilyn Kennett, Director  
Recording Secretary

Fund Balance as of March 31st, 2020  
Central Park Campaign - 0121

	Current Period	YTD
Gifts	0.00	5,000.00
Investment Income (Loss)	8.50	11.05
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Total Revenues	8.50	5,011.05
Distributions	0.00	95,554.09
Administrative Cost Share	0.00	250.00
Printing & Reproduction	0.00	2.16
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Total Expenses	0.00	95,806.25
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Net Income (Loss)	8.50	(90,795.20)
	=====	=====
Beginning Fund Balance		101,891.09
Net Income (Loss)		(90,795.20)
Ending Fund Balance		11,095.89
Net Pledges Receivable		11,083.40

Central Park Campaign - 0121

Type	Name	Date	Amount
Gift	Jeff and Gina Finch	07/29/2019	1,000.00
Gift	Ramsey Weeks, Inc.	08/29/2019	4,000.00
** Total Gifts			5,000.00

Fund Balance as of March 31st, 2020  
Grinnell Skatepark Campaign - 0053

	Current Period	YTD
Gifts	0.00	290.00
Investment Income (Loss)	(64.73)	(64.23)
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Total Revenues	(64.73)	225.77
Distributions	0.00	162,744.21
Administrative Cost Share	0.00	14.50
Printing & Reproduction	0.00	0.15
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Total Expenses	0.00	162,758.86
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Net Income (Loss)	(64.73)	(162,533.09)
	=====	=====
Beginning Fund Balance		162,437.90
Net Income (Loss)		(162,533.09)
Ending Fund Balance		(95.19)

## Grinnell Skatepark Campaign - 0053

Type	Name	Date	Amount
Gift	Clem and Leona Bodensteiner	08/27/2019	50.00
Gift	Rachel Bly and Bob Hamilton	09/30/2019	60.00
Gift	Roger Hill and Vida Praitis	09/30/2019	60.00
Gift	Rachel Bly and Bob Hamilton	12/31/2019	60.00
Gift	Roger Hill and Vida Praitis	12/31/2019	60.00
** Total Gifts			290.00

Fund Balance as of March 31st, 2020  
 Grinnell Veterans Memorial Commission Building Campaign - 0136

	Current Period	YTD
Gifts	11,747.00	37,457.00
Pledge Income	0.00	118,020.00
Investment Income (Loss)	0.00	55.05
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Total Revenues	11,747.00	155,532.05
Administrative Cost Share	587.35	6,775.10
Bank Charges/Online Donation Fees	0.00	2.69
Office Supplies	0.00	48.45
On-Site Meeting Expenses	0.00	282.86
Postage	0.00	53.49
Printing & Reproduction	126.99	894.90
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Total Expenses	714.34	8,057.49
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Net Income (Loss)	11,032.66	147,474.56
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Beginning Fund Balance		80,149.90
Net Income (Loss)		147,474.56
Ending Fund Balance		227,624.46
Net Pledges Receivable		122,062.67

## Grinnell Veterans Memorial Commission Building Campaign - 0136

Type	Name	Date	Amount
Gift	Paul Levy	07/25/2019	1,000.00
Gift	Betty Hammond	08/07/2019	1,000.00
Gift	Clem and Leona Bodensteiner	08/27/2019	50.00
Gift	Dorothy W. Williams	09/26/2019	100.00
Gift	Rachel Bly and Bob Hamilton	09/30/2019	60.00
Gift	Michael Dalen	10/08/2019	100.00
Gift	Jo Ann Cogley-Hunter	10/08/2019	25.00
Gift	Eleanor Osland	10/10/2019	250.00
Gift	Nancy Hendrickson	10/15/2019	1,000.00
Gift	Darla Pearce	10/15/2019	10.00
Gift	Transfer from GPCF Spirit of Giving Event	10/31/2019	15.00
Gift	Larry and Peggy Black	11/07/2019	1,000.00
Gift	Larry and Peggy Black	11/07/2019	1,000.00
Gift	Dan and JoAnn Becker	11/25/2019	10,000.00
Gift	Miscellaneous Receipts	11/25/2019	15.00
Gift	Rachel Bly and Bob Hamilton	12/31/2019	60.00
Gift	The Merlin and Verna Manatt Family Foundation	12/31/2019	10,000.00
Gift	Albert Munitz and Elissa Lett	02/11/2020	25.00
Gift	Janis Peak	03/10/2020	11,747.00
** Total Gifts			37,457.00
Pledge	Sarah Joan Baker	09/12/2019	30,000.00
Pledge	Bill Lannom	09/24/2019	750.00
Pledge	George and Sue Drake	10/01/2019	5,000.00
Pledge	John and Alice DeRooi	10/08/2019	1,500.00
Pledge	Bill Menner and Barb Tish	10/08/2019	2,520.00
Pledge	American Legion #53	12/16/2019	37,000.00
Pledge	Kent and Katherine McClelland	12/31/2019	25,000.00
Pledge	Raffety/Veldboom Family	12/31/2019	5,500.00
Pledge	George and JoAnn Britton	01/14/2020	1,500.00
Pledge	GreenState Credit Union	02/04/2020	10,000.00
** Total Pledges			118,770.00