



**Grinnell FINANCE COMMITTEE Meeting**  
**MONDAY, MAY 18, 2020 AT 8:00 A.M.**  
**VIA ZOOM**

<https://zoom.us/j/91153607990?pwd=WHlmWlhHc2pFcFUrdkFmTVovcWsrzd09>

***MINUTES***

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

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

**COMMITTEE BUSINESS:**

1. White made the motion, second by Bly to recommend approval of Resolution No. 2020-77 - A resolution setting public hearing and directing clerk to publish notice for reviewing a \$1,125,000 Iowa Economic Development Authority application for up to nine downtown commercial façade improvements. AYES: 3-0. Motion carried.
2. Bly made the motion, second by White to recommend approval of Resolution No. 2020-78 - A resolution approving CDBG Program Contract for \$45,000. AYES: 3-0. Motion carried.
3. White made the motion, second by Bly to recommend approval of RFP for Compensation Study services. AYES: 3-0. Motion carried.
4. Bly made the motion, second by White to recommend approval of Resolution No. 2020-79 - A resolution approving city utility assistance grants for small business. AYES: 3-0. Motion carried.

**INQUIRIES:** None.

The meeting adjourned at 8:10 a.m.

\_\_\_\_\_  
JO WRAY, CHAIR

ATTEST:

\_\_\_\_\_  
ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR



**Grinnell PUBLIC WORKS AND GROUNDS Meeting**  
**MONDAY, JUNE 1, 2020 AT 4:45 P.M.**  
**VIA ZOOM**

Join Zoom Meeting

<https://zoom.us/j/96084013066?pwd=NUN2VWJLTHV0K2w5Wlg2Q2IPeEhnUT09>

Meeting ID: 960 8401 3066

Password: 053799

One tap mobile

+19292056099,,96084013066#,,1#,053799# US (New York)

+13017158592,,96084013066#,,1#,053799# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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Password: 053799

Find your local number: <https://zoom.us/u/ag1N8yO4M>

## ***TENTATIVE AGENDA***

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**ROLL CALL:** Hueftle-Worley (Chair), Wray, Gaard.

### **PERFECTING AND APPROVAL OF AGENDA:**

### **COMMITTEE BUSINESS:**

1. Consider resolution authorizing payment of contractor's pay request No. 28 in the amount of \$142,108.78 to WRH, Inc. of Amana, Iowa for the Wastewater Treatment Facility Improvements (See Resolution No. 2020-90).
2. Consider resolution authorizing payment of contractor's pay request No. 7 in the amount of \$89,915.10 to Manatts, Inc. of Brooklyn, Iowa for the Runway Rehabilitation Project (See Resolution No. 2020-91).
3. Consider resolution authorizing payment of contractor's pay request No. 3 in the amount of \$191,695.81 to Unified Contracting Services, Inc. of Des Moines, Iowa for the Fuel System Improvements Project (See Resolution No. 2020-92).
4. Consider resolution authorizing payment of contractor's pay request No. 15 in the amount of \$4,041.60 for the East Street Reconstruction Project (See Resolution No. 2020-93).
5. Consider resolution accepting work on the East Street Reconstruction Project for a total of \$2,508,393.19 and paying the retainage of \$30,000 (See Resolution No. 2020-94).
6. Consider resolution setting public hearing on proposed plans and specifications, proposed form of contract, and estimate of cost for 8th Ave (Park St to East St) Project (See Resolution No. 2020-95).
7. Consider easement request from Alliant Energy.
8. Review and consider quotes received for new street sweeper.
9. Discuss water disconnection phase in recommendation from the Iowa Utilities Board.

10. Discuss reopening park playgrounds.

**INQUIRIES:**

**ADJOURNMENT:**



**GRINNELL PUBLIC SAFETY COMMITTEE MEETING  
MONDAY, MAY 18, 2020 AT 5:30 P.M.  
VIA ZOOM**

<https://zoom.us/j/91304905348?pwd=djQ0RDZ5SHI1cm40dVliQUXeWk5UT09>

**MINUTES**

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

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

**COMMITTEE BUSINESS:**

1. No action was taken on Resolution No. 2020-74 – A resolution approving amended agreement with Midwest Ambulance as they have not gotten back to us about the amended agreement.
2. Hueftle-Worley made the motion, second by Davis to recommend approval of Resolution No. 2020-83 – a resolution approving an agreement with Pace Scheduler Services for scheduling software for the Police Department and Fire Department. AYES: 3-0. Motion carried.
3. The committee recommended denying funding for the 4th of July fireworks as they felt that due to the COVID-19 pandemic, as adequate social distancing would not be possible. No formal action was taken.
4. Chief Reilly communicated a change in facility used by the city for stray animals. JCarl has ceased services. ARL of IA will be picking up stray dogs and will not take in cats. If someone calls about a sick cat, we will refer them to their vet or have them call PALS.

**INQUIRIES:** None.

The meeting was adjourned at 6:33 p.m.

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JIM WHITE, CHAIR

ATTEST:

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ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

**MINUTES of the DRAKE COMMUNITY LIBRARY BOARD OF TRUSTEES**  
**April 22, 2020, 5:15 p.m**

**Electronic Meeting**  
**made available via Zoom from the online City Agenda Center**  
<https://us02web.zoom.us/j/89110794381>

**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    \_X\_Hammond    \_X\_McFee  
                  \_X\_Pagliai      \_X\_Rudolph    \_X\_Swick      Others present: \_X\_Kennett

President Pagliai called the meeting to order at 5:19 p.m.

**APPROVAL OF AGENDA:** Rudolph moved and Elfenbein 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\_Hammond    \_Aye\_McFee    \_Aye\_Pagliai  
                  \_Aye\_Rudolph    \_Aye\_Swick

**APPROVAL OF MINUTES:** Hardin moved and Swick seconded approval of the March 25, 2020 Regular Board Meeting minutes.

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

**COMMUNICATIONS:**

1. Endowment report for March was received from the Greater Poweshiek Community Foundation. Fund balance, as of 3/31/2020, is \$109,777.82.

2. Grinnell Education Partnership has received two 2020 Presidents' Engaged Campus Awards from Campus Compact in two categories:

- a. **Community Collaboration:** A collaboration co-created with community organizations, leaders, and/or partners that is deep, reciprocal, and transformational.
- b. **President's Community Partner Award:** This award is for a community-based individual or organization that has enhanced the quality of life in the community in meaningful and measurable ways and has engaged in the development of sustained, reciprocal partnerships with the college or university, thus enriching educational as well as community outcomes.

These awards recognize the commitment of the Grinnell Education Partnership to community, collaboration and support for kids and families throughout Grinnell.

3. Letter of Resignation was received from Brenda McDonald, Library Assistant.

**REPORT OF DIRECTOR:**

1. Statistical reports were reviewed from February & March. March 2020 showed a 40% an increase in electronic downloads of eBooks, eAudiobooks, magazines, music, & films when compared to March 2019. April projections indicate an increase from March 2020 to April 2020 of a further 20%, for an overall average of 30% increased usage of these digital resources.

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

3/27/20 Discontinued curbside delivery of materials at 5:00 p.m.

- 3/29/20 Library Assistants and Library clerk positions subject to lay-off. Remaining personnel serving to:
- Provide current information related to federal, state, and local COVID programs and services from library website and social media
  - Provide telephone/email/chat reference service for community M-F, 10-5
  - Maintain electronic communications (website, email, wireless connectivity) and digital resources
  - Provide AmeriCorps member supervision and community outreach/partner collaboration of resources
  - Maintain facility and provide administrative support

4/6/20 Launched COVID-19 resource pages <https://grinnell.lib.ia.us/covid19-resource-page/>

3. Facility maintenance

- Woodman Controls performed quarterly preventive maintenance check and replaced controller on Heat Pump 3.
- Woodman Controls identified need to replace compressor on Heat Pump 23. S&S Plumbing will replace compressor when parts are secured.
- TnT Tuckpointing will perform cleaning of building exterior
- Awaiting quote from TnT Tuckpointing regarding basement doorframe repair

4. Discussion occurred regarding possibility of library space being utilized as LINK site for daycare for children of essential workers in the community. No action taken.

5. An annual subscription to READ Squared has been purchased to facilitate virtual delivery of the Summer Library Program.

**COMMITTEE REPORTS:**

*Building & Grounds – none*

*Finance, Salary, & Personnel - none*

*Long Range Planning – none*

*Policy – none*

**TRUSTEE REPORTS:** *None.*

**FINANCIAL REPORT AND APPROVAL OF BILLS:** Financials were reviewed. McFee moved and Rudolph seconded the approval of bills payable in May.

Roll call vote:   Aye\_Elfenbein   Aye\_\_Hardin   Aye\_Hammond   Aye\_McFee   Aye\_Pagliai  
  Aye\_\_Rudolph   Aye\_Swick

**OLD BUSINESS:** *None.*

**NEW BUSINESS:**

1. Swick moved and McFee seconded the acceptance of resignation from Brenda McDonald, effective 26 April. Appreciation was expressed for Brenda's nearly 30 years of service to the Library and for her excellence in providing programming to many Grinnell youth over the years.

Roll call vote: Aye Elfenbein Aye Hardin Aye Hammond Aye McFee Aye Pagliai  
Aye Rudolph Aye Swick

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

Rudolph moved and Hardin seconded adjournment.

Meeting adjourned at 6:03 p.m.

*M. Kennett for  
Theresa Pagliai*

Theresa Pagliai  
Library Board President

Next meeting: May 27, 2020 at 5:15 p.m.

*Marilyn Kennett*

Marilyn Kennett, Director  
Recording Secretary

Fund Balance as of April 30th, 2020  
Central Park Campaign - 0121

	Current Period	YTD
Gifts	0.00	5,000.00
Investment Income (Loss)	(5.12)	5.93
	-----	-----
Total Revenues	(5.12)	5,005.93
Distributions	0.00	95,554.09
Administrative Cost Share	0.00	250.00
Printing & Reproduction	0.00	2.16
	-----	-----
Total Expenses	0.00	95,806.25
	-----	-----
Net Income (Loss)	(5.12)	(90,800.32)
	=====	=====
Beginning Fund Balance		101,891.09
Net Income (Loss)		(90,800.32)
Ending Fund Balance		11,090.77
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 April 30th, 2020  
 Grinnell Skatepark Campaign - 0053

	Current Period	YTD
Gifts	0.00	290.00
Investment Income (Loss)	38.95	(25.28)
	-----	-----
Total Revenues	38.95	264.72
Distributions	0.00	162,744.21
Administrative Cost Share	0.00	14.50
Printing & Reproduction	0.00	0.15
	-----	-----
Total Expenses	0.00	162,758.86
	-----	-----
Net Income (Loss)	38.95	(162,494.14)
	=====	=====
Beginning Fund Balance		162,437.90
Net Income (Loss)		(162,494.14)
Ending Fund Balance		(56.24)

## 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 April 30th, 2020  
 Grinnell Veterans Memorial Commission Building Campaign - 0136

	Current Period	YTD
Gifts	100.00	37,557.00
Pledge Income	25,000.00	143,020.00
Investment Income (Loss)	0.00	55.05
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Total Revenues	25,100.00	180,632.05
Administrative Cost Share	1,255.00	8,030.10
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	0.12	895.02
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Total Expenses	1,255.12	9,312.61
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Net Income (Loss)	23,844.88	171,319.44
=====		
Beginning Fund Balance		80,149.90
Net Income (Loss)		171,319.44
Ending Fund Balance		251,469.34
Net Pledges Receivable		146,908.67

## 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
Gift	William E. Senn	04/27/2020	100.00
** Total Gifts			37,557.00
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
Pledge	Grinnell State Bank	04/27/2020	25,000.00
** Total Pledges			143,770.00

05/18/2020  
10:56 AM

Fund Statements  
Selections

Database: 1. Claude W. & Dolly Ahrens Foundation  
Selections for User: 4008mg

Format

Statement: Donor Statement 3  
Period Covered: Fund Balance as of  
Statement Date: April 30th, 2020  
Base Year: 2020  
Base Period: 10

Options

Print G/L account numbers: no  
Print lines with zero balances: no  
Print fund id: yes  
Print date in header: no  
Print time in header: no  
Add extra lines to top margin: no

Print gift and grant detail: yes  
Print pledge detail: yes  
Print pledge payments with gift detail: no  
Print Detail From 07/01/2019 Through 04/30/2020

Print comments, descriptions, program-names, etc. in detail sections: no  
For scholarships, print: student

Print: NO

Print admin payments: no  
G/L Segments            From            Through  
Division:  
Class:  
Type:  
Sub-Type:  
Fund:                    0136            0136

Fund Representatives

Print one statement per fund: yes  
Print fund representative name: no  
Export fund representative information: no  
Select fund representative types from "" through ""  
Print statements for funds with no matching types: no  
Optional Profile ID:

Special Mailing Instructions

Salutations: Default  
Direct Mail to Address Type: [none]  
Date of Mailing for Alternate Address Control: 05/18/2020

Send To  
Screen