

CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR MEETING OF
CITY COUNCIL
WEDNESDAY, JUNE 16, 1999

The Sigourney City Council met in regular session in the City Council Chambers of the Memorial Hall on Wednesday, June 16, 1999, at 7:00 o'clock P.M., with Mayor Pro tem Douglas L. Glandon presiding in the absence of Mayor Gosnell, and the following Council members answering roll call: Ed Conrad, Rich Wilkening, Lyle G. Van Fleet, Douglas L. Glandon, Bob L. Mendenhall, and Jeffrey A. Winn. Others present, in addition to the Deputy City Clerk, were Kenneth D. Bucklin, Sharlene Bos, and Roger Allar.

Council member Conrad moved, seconded by Council member Van Fleet, that the agenda be approved as posted. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Van Fleet moved, seconded by Council member Conrad, that the minutes of the regular Council meeting of June 2, 1999 be approved as submitted. Upon the roll being called, the following voted: Ayes: Conrad, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. Abstained: Wilkening. The motion was approved.

Council member Conrad moved, seconded by Council member Winn, that the following Applications for renewal of liquor licenses or beer permits be approved, contingent upon them being in order:

1. Application of Trike, Inc., d/b/a Sigourney P&P, for renewal of beer permit
2. Application of The Fountain Lounge for renewal of liquor license
3. Application of The White House for renewal of liquor license

Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Jack Walker had talked with Council members concerning the Chamber of Commerce beer tent for the July 4th weekend, and they would like to close the street from the beer garden to the Memorial Hall. Jerry Wohler had also contacted Council member Mendenhall regarding the Kiwanis organization wanting to close the street on the east side of the square during the weekend celebration. The beer tent proceeds will go towards the fireworks and hunters' safety. It was called to the group's attention that the Application for the Five-Day Beer Permit is under the name of Pheasants Forever, Inc., Keokuk County Pheasants Forever, 119 N. Jefferson, Sigourney, Iowa (because of their continuing dramshop insurance.) Council member Conrad moved, seconded by Council member Van Fleet, that the Application for the Five-Day Beer Permit under the name of Pheasants Forever, Inc., Keokuk County Pheasants Forever, be approved, along with closing the street between the beer garden and the Memorial Hall and the east side of the square during the celebration. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Mayor Pro tem Glandon read to the group the letter from Zoning Administrator Michael Welter as follows: "I have reviewed a drawing which Roger D. and Sharon K. Aller submitted of a 60' X 80' steel frame building addition added to an existing 40' X 80' building and construction of a concrete parking lot. This project is located at 315 N. Main, Sigourney, Iowa. Attn.: No sign or awning drawings are included. Notification to owner or occupant that drawings should be submitted for signs or awnings if they are going to be installed. Enclosed for your information is Section 13 of the city ordinance.

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It is my opinion that this project fits all zoning requirements and a building permit should be issued." Mayor Pro tem Glandon asked if there were any questions?. Rodger Allar said he does not yet know what a prospective lessee would want in the way of signs, since the front of the building will be on the north, facing North Street, and the awnings will be incorporated into the building. Mayor Pro tem Glandon stated that Mike approved everything and that Rodger had submitted a very detailed and extensive plan and that a motion to approve the Application was in order. Council member Van Fleet introduced the Resolution, and moved its adoption, to approve the Application of Rodger D. and Sharon K. Allar for a building permit and Application for Tax Exemption on additional commercial steel framed building and a new parking lot. The second was by Council member Conrad. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The Resolution was adopted.

The next item on the agenda was Rodger D. Allar - discussion of water drainage from his building into north-south alley, and storm sewers in the area. Mayor Pro tem Glandon told Mr. Allar that he had the floor. Rodger said the new building will be dumping a lot of water into the alley and his concern is for Phelps: the water will not be slowed down and some will run from the front on Main Street, but everything else will run down the back alley and his concern is of flooding Phelps. This was discussed at length, as to where the storm sewers are located and what drains the Highway 149, and the building plans reviewed. Engineer Bucklin stated the alley at the Methodist Church was changed so that water would run down the middle. The shut off valves in the area were also discussed because some of the residents on Jefferson Street are served from Main Street. Mayor Pro tem Glandon reminded the group that the City does not maintain alleys, so we would not be putting a storm sewer or changing the elevation of the alley because of this questionable water problem. Mr. Allar said that if the plans go through, the building needs to be ready by the end of November. Council member Conrad moved, seconded by Council member Winn, that Rodger Allar be given authority to do whatever he needs to do to handle the water running off his buildings on Main Street, and to close the alley for construction as needed. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Mayor Pro tem Glandon read the recommendation of the Zoning Administrator regarding the next item on the agenda. Council member Van Fleet introduced the Resolution to approve the Application of Sigourney Tractor & Implement, L.C. for a building permit and Application for Tax Exemption on a commercial building.. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The Resolution was adopted.

Nothing was submitted in regard to Item 10 on the agenda: approval of Shaver Subdivision Plat. The Mayor Pro tem said he had seen a letter on the Mayor's desk from City Attorney John Wehr, but nothing further was received. Engineer Bucklin stated there are two steps the City has to go through to dedicate or plat a street and that to make it a public street does not mean the City has to assume full responsibility therefor. The consensus of the group was the City is putting in the watermain and providing rock for the street, so it should not be expected that the City would dedicate the same and take over the street extension.. The item was tabled and Council member Conrad will talk with City Attorney Wehr prior to the next meeting, in regard the same, along with the Shaver Subdivision Platting of their three lots.

Council member Wilkening moved, seconded by Council member Conrad, that the following Cigarette Permits be renewed contingent upon everything being in order:

- A. Harris & Kind Co., Inc.
- B. Home Oil Stations, d/b/a Short Stop
- C. Kassebaum Corporation, d/b/a Casey's
- D. Kinds, Inc.

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E. Trike, Inc., d/b/a Sigourney P & P

Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Van Fleet moved, seconded by Council member Wilkening, that the Software Agreement with Data Technologies, Inc. for the Third Party Meter Reader Interface Software for the Sensus/U.S. Filter electronic meter reading program, be approved and the payment of \$2400.00 forwarded to Data Technologies. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Conrad moved, seconded by Council member Van Fleet, in that Jerry Smithart's 60 days probationary period will be completed on June 17th, that on June 18th his rate be increased to \$8.50 per hour. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Conrad moved, seconded by Council member Winn, that the resignation of Joyce Farmer as Deputy City Clerk be accepted, effective June 25th. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Mendenhall moved, seconded by Council member Van Fleet, that Angela K. Alderson be appointed as Deputy City Clerk effective June 28th, at \$8.25 per hour, and \$8.50 per hour after the satisfactory completion of 60 days probationary period. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Conrad moved, seconded by Council member Wilkening, that the 3% across the board salary increases be effective July 1st, as included in the 1999-2000 annual budget, be approved. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

The Policy for Department Heads regarding hiring contractors and timely billings therefor was not available, so was postponed again.

Under Memorial Hall, Council member Van Fleet stated he has not seen the electrical specs for the building. Engineer Bucklin said one of his staff has been working with them and that they are still working on the plan. Council member Wilkening moved, seconded by Council member Conrad, that Council member Van Fleet make the arrangements to replace the north door to the Memorial Hall with insulated glass. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved. Council member Van Fleet thought the quote was under \$700.00. He said he hasn't done anything with the back southwest door.

Under Park and Recreation, Council member Van Fleet reported that they have lost padlocks at the front doors to the pool more than once, but nothing seemed to be missing. Most recently he got carbon shielded padlocks, which may be harder to cut. One tennis court slab is in and the project is well underway. He thinks he has one-half of the basketball backboard donated. Council member Van Fleet asked if any of the Council had given more consideration to reserving the Park shelters? Mayor Pro tem Glandon said he could see it both ways. Council member Van Fleet indicated he feels it would be a hassle if we started reserving and renting shelters, when they have been free. The feeling was that if someone wants to reserve a shelter, let them camp out.

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In regard to the yard waste into the streets, the notice to discontinue having been published May 26th and June 2nd, Mayor Pro tem Glandon stated that people are not getting the hint yet. Council member Conrad asked about when stuff blows out of the trees into the street, and what about when mowing? Mayor Pro tem Glandon replied that grass clippings should be blown or mowed back into the yard.

Engineer Bucklin reported that the water loss survey detected three leaks, one major and two minor. He thought it was interesting, and he thought it was about March of 1988 when they did a survey before, and the summary showed that at that time there was about a 17,500 gallons leak on Washington Street across from Ron Kerr's. That may not be the same leak detected on Washington Street at this time because they thought this one was about 20 feet west of the hydrant across from Frank Jacobs' former residence. It had been suggested that this leak was the site of an old service to the vacant Lucas house which water was supposed to have been turned off; Finch had told Ron that sometimes when he hit the curb stop with the lawn mower that the water would flow, so it had been suspected perhaps he was watering his animals with this water, but it amounts to about 25,000 gallons a day. Bucklin further said the two minor leaks involve valve leaks on Warren/Washington and Elm/May, all in the same area. 1988 was a very, very dry year and they went out in the middle of the night and looked in manholes. A lot were in the 3-25,000 gallons a day range and were where there was no watermain. He further said that it is still very hard to detect leaks on long service lines: sound detections have improved but are still not 100% accurate. Engineer Bucklin thinks we should check to see if all those detected ten years ago have been fixed. There was an old iron service line in the alley south of the Methodist Church ten years ago that had been leaking about 6,000 gallons a day. He felt it would be feasible to hire Tremmel to clear out some of those old possible leaks. Ron had mentioned abandoned houses where the services should have been, but may not have been, disconnected. Mayor Pro tem Glandon asked if we turn off the corporation what are we going to do with those under concrete that go to a curb stop? Ken Bucklin said they may tear a house down and put another house in; that Harold Woods was with them ten years ago and he may be able to say what house was at the site of several leaks at that time on South Main Street. There was considerable discussion regarding corporation or curb stop procedures.

Mr. Bucklin again said someone, and it doesn't have to be Tremmel, should be hired to follow up on leaks, which would be cost effective in the long run. Mayor Pro tem Glandon asked Council member Wilkening to look into that matter.

Council member Wilkening brought up the matter of one customer (Ralph Bruns) who has a large number of accounts and when he is ready to pay the bills he calls to have his total calculated; that because of the accounts being in different names and the quantity, it sometimes takes an hour to compile this total for him (each one has to be looked up by account number.) He has received all of the statements (and we do not have copies thereof per se) so the office should be instructed to tell that particular customer to run his own totals and pay his bill from the statements submitted and bring in his stubs. There was no objection to Council member Wilkening's recommendation.

The matter of Dan Moore's water consumption without the meter having been installed was discussed. Ron Doubek was to be instructed to shut that water off at the curb stop if his meter (oversized, so he purchased it) is not installed soon. It was further discussed that meters should be installed early in the stages of all construction sites. There have been cases where water has been used for months during construction but nothing paid until the meter is installed closer to the time of occupancy.

Engineer Bucklin reminded the Council that at the last meeting the Agreement was adopted for them to do the inspection on the well, and time was spent on the water loss subject too, with the well time being approximately \$2100 and water loss \$500. He further said that dirt is still needed around the well.

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Council member Van Fleet said that Ron Doubek needed a new locator, in that the one he has been using is 20 some years old. His estimate was \$700-\$800 and they will bring one on Friday for him to try.

There was no Wastewater Committee report.

Item 22 on the agenda "Monthly reports (Clerk's not done because of six weeks of no extra help)" was discussed. The Mayor had told the Mayor Pro tem that tonight he was going to call a candidate from the last applicants, because of the current bind. Peg had told him that she would like to retire by December 1st, and Angie would be interested in the Clerk's position. Mayor Pro tem Glandon said he did not want to announce publicly at this time who the Mayor was contacting, but it was someone who has had compatible experiences. Council members Wilkening and Conrad both indicated they liked the idea of checking into a City administrator, but wondered if the budget would support that salary. There was further discussion about the computer system. Mayor Pro tem Glandon had called Data Tech and arrangements will be made to get a tech person here to help straighten out the current problems in utility billing and start training Angie.

There had been a communication from Zoning Administrator Michael Welter in regard to the sign provisions in the Ordinance. It was recommended that he assume that responsibility also and that the fee be \$25.00, of which the City would keep \$5.00. Council member Van Fleet moved, seconded by Council member Conrad, that Michael Welter, Zoning Administrator, be given the added responsibility of the Sign Committee under the Ordinance, and that the fees for signs be \$25.00, with the Administrator being paid \$20.00. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Mayor Pro tem Glandon read the resignation of Mayor Blake Gosnell, effective December 31, 1999, which would be the end of two years of a four year term. It should be publicized now so that someone may run for Mayor in this fall's municipal election. The Deputy City Clerk was told to make sure the newspaper had a copy thereof. Council member Conrad moved, seconded by Council member Van Fleet, that the resignation of Mayor Gosnell be accepted, as effective December 31, 1999. Upon the roll being called, the following voted: Ayes: Conrad, Wilkening, Van Fleet, Glandon, Mendenhall, and Winn. Nays: None. The motion was approved.

Council member Van Fleet brought up the matter of the congested traffic and parking on East Spring Street and area streets during softball use of Shafer Field. He said recently it was impossible to get through and had there been an emergency an ambulance or fire truck would have been out of luck, and that Ione Streigle could not have gotten in or out of her property. At the time he spoke with Officer Jared Nikkel about the possibility of courtesy ticketing. He will speak with Tony Bos and the Fire Chief.

Council member Van Fleet reported that Roger Bird, with R & R Excavating, made the last hookup today, at Fairchild's, on the West Spring Street Watermain Project, so after cleanup, that should be done.

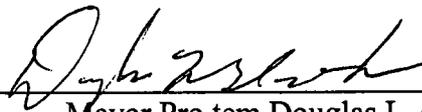
Council member Van Fleet further reported that he had installed a halogen flood light in front of the pool, and also bought a new PA system; that Valerie will be gone for a few days but that Jenny will step in to assume the Manager responsibilities.

Council member Wilkening brought up the matter of a meter pit for water lines at the Park: if we are trying to locate leaks we should eliminate places not accounted for, such as the Park rest rooms, drinking fountain, hydrant, etc. There was no objection to the meter pit. Also, the matter of hydrant(s) in Meadowbrook was brought up. A letter should be sent to them to disconnect the same or have any hydrant metered.

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Mayor Pro tem Glandon asked about holes in the streets; that there are eight or nine currently in the cement and he is getting tired of having people complain about them. The street should be filled within seven days, at least with enough rock. He will get a list compiled as to where work needs to be done and will ask R & R to fix these places where the streets have been sawed for various purposes, since they are mostly their's.

There was no indication of the time of adjournment or who made the motion. Over two weeks later the then Deputy said she thought the meeting adjourned at 8:20 P.M.



Mayor Pro tem Douglas L. Glandon

ATTEST: Joyce Farmer, Deputy City Clerk
by Peggy Kleinschmidt, City Clerk



INCOME AND EXPENDITURES

MAY, 1999

REVENUES:

General.....	\$ 75,324.30
Memorial Hall Restoration....	2,753.36
D.A.R.E. Program.....	325.00
CDBG Housing.....	1,294.19
CLG.....	86.22
Library.....	20,461.46
Library Bldg Fund.....	50.00
Road Use.....	7,095.43
Debt Service.....	16,451.97
Water Utility.....	7,306.13
Water Op/Mtn.....	11,835.06
Water Sinking.....	5,092.95
Water Improv/Repl.....	4,000.00
Sewer Utility.....	(13,093.37)
Sewer Op/Mtn.....	21,340.11
Sewer Sinking.....	2,098.63
Sewer Improv/Repl.....	833.33
Sewer Project.....	249.22
Lewis Mem. Ftn.....	139.24
Water Customer Dep.....	409.97
Tennis Court.....	6,483.08
	<u>\$170,536.28</u>

DISBURSEMENTS:

General.....	\$ 50,355.37
D.A.R.E. Program.....	52.50
Library.....	1,808.44
Road Use.....	7,144.24
WA Op/Mtn.....	11,835.06
Sewer Op/Mtn.....	21,340.11
Lewis Mem. Ftn.....	510.20
Tennis Court.....	2,032.44
Pole Building.....	492.10
	<u>\$ 95,570.46</u>
By Programs:	
Community Protection.....	\$ 17,465.08
Human Development.....	21,059.39
Home & Community.....	51,920.00
Policy & Administration....	4,666.49
	<u>\$ 95,110.96</u>
Difference:	\$ 95,570.46
IPERS overpaid.....	-531.50
Withheld but not disbursed.	+ 72.00
	<u>\$ 95,110.96</u>