

City of Sigourney
July 2, 1980

City Council Minutes

The City Council met in a regular scheduled Council meeting in the Council Chambers of the Memorial Hall Building, July 2, 1980 at 7:30 O'clock P.M. as posted and published. Mayor Deitrich presided with the following answering roll call: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Absent: Councilman Kerr.

Councilman Aldrich made the motion, seconded by Councilman H. Seip that the minutes of the regular meeting of June 18, 1980 be approved as presented. Upon roll call the following voted:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Kevin deRegnier was before the Council and gave the monthly report on the Swimming Pool. He asked about who would be paying for the Watermelons for the watermelon fight at the pool on the 4th of July. The Council agreed the City would pay for these.

Lyle Kramer and Don Adams were present at the Council meeting.

Mayor Deitrich read the City Development Board letter on Sigourney Annexation Local representative appointment. This letter being made a part of these minutes.

Councilman H. Seip made the motion, seconded by Councilman Van Fleet that Charles Gilliland be appointed to serve as the local Representative on the City Development Board to consider the annexation of 240 acres just south of the South City limits. Upon roll call the following voted:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Councilman Van Fleet made the motion, seconded by Councilman Butler that the City reject the request of J. O'Rourke to put a business ban repeater on the water tower. Upon roll call the following voted:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

A letter to be written to J. O'Rourke notifying him of this decision.

Nothing was done on Ralph Bruns complaint of the smell from the feed lots to the East of his business and camping area.

Councilman J. Seip made the motion, seconded by Councilman Butler that the closing of Christfield Street North of East South Street be tabled. Upon roll call the following voted.
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Councilman J. Seip made the motion, seconded by Councilman H. Seip that the City Rescind the motion at the June 4, 1980 Council meeting on Courtney's Car Crushing. Upon roll call the vote was as follows:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Councilman J. Seip made the motion, seconded by Councilman Van Fleet that the bid of Max Wilkening to clean up the John Wilkening property for \$100.00 be accepted. Upon roll call the vote was as follows:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None

Councilman H. Seip made the motion, seconded by Councilman Van Fleet that the City employees receive a 7% increase in wages effective July 1, 1980. Upon roll call the vote was as follows:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Councilman H. Seip made the motion, seconded by Councilman Aldrich that the Resolut on changing the sick leave from 1 day to 2 days before a Doctor's excuse is required be approved. Upon roll call the vote was as follows:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

(July 2, 1980 Min. cont'd)

Councilman J. Seip made the motion, seconded by Councilman Butler that the Probationary Period of Sixty days beginning wage would be \$3.10 per hour. Upon roll call the following voted:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

A copy of this resolution being made a part of these Council minutes.

Councilman Van Fleet made the motion, seconded by Councilman Seip that the Parttime Police Officers clothing allowance be increased to \$100.00 and the full time Police Officers Clothing allowance be increased to \$175.00. Upon roll call the following voted:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None

Councilman J. Seip made the motion, seconded by Councilman Aldrich that the following bills be approved and warrants issued in payment thereof. Upon roll call the vote was as follows:
Ayes: Aldrich, Butler, H. Seip, J. Seip, Van Fleet.
Nays: None.

Coast to Coast Store- Supplies	142.53
Thompson Service- Supplies and Services	41.17
Acco Unlimited Corporation- Soda Ash & Calcium	43.00
McKesson Chemical- Supplies for Water Dept.	190.03
Means Service Inc.- Monthly service to Memorial Hall	10.25
Puritan/Churchill Chemical Co.- Bactilin and Aeroway hangers for Pool	67.21
United Laboratories- Supplies to Pool	684.48
Dyna Industries- 1 RFB Basic w/case for Pool	106.10
The Sigourney News- Review- Official Publications	144.04
Phelps Auto Supply- Police & Sanitation Dept.- Supplies	118.05
H & M Farm & Home Supply Co- Supplies	52.83
Terry Wilkening- Material & Labor extending drains to Willis Jaacks apt.	45.00
Sigourney Lumber & Supply Co.- Supplies to Mem. Hall	111.30
McKesson Chemical Co.- Chlorine for Pool	402.92
Bruns Inc.- LP Gas for Tar truck	10.00
Ideal Supply Co.- Parts for water dept.	174.01
Earle "Barney" Fear- Mower rental for Park	70.00
United States Post Office- Roll of stamps	15.00
Velda Lippard- Mileage Fairfield, Coralville & Registration	43.12
Dick's Home Auto- Pool & Street Labor	117.90
Carl Frederickson- Machine Pump parts	9.50
Stonebraker Service- Ballast for Street light, labor at lift station	188.95
Keokuk County Treasurer- Labor on dozer by Peter Baird and Stop signs	342.15
L. L. Pelling Co., Inc.- Pre-mix for streets	168.72
Cooke Drugs- Supplies	3.98
Professional Chemist, Inc- 1 gal quick Mist for Mem. Hall	9.75
Alter & Sons Inc.- Repairs to Fairbanks Morse Pump	57.26
Carpenter Paper Co. of Iowa- Scott Towels for Mem. Hall	37.62
Clarence Aldrich- Ice cream for Pool	105.80
French-Reneker Associates, Inc.- Engineering	3,560.43
Hiland Potato Chip- Potato Chips for pool	81.60
General Tel. Co. of the Midwest- Phone service for City Phones	112.68
Seeger Auto Supply Co.- Supplies to City	49.99
Jemison & Streets- Supplies for Water line repairs for 1980 Street Project	99.65
Merchants Wholesale Co.- Concessions for Pool	1,589.15
Greene Oil Co.- Petroleum Products for City	1,327.12
Bill & Ray's Chrysler Plymouth- Labor on Police car	4.20
Acco Unlimited Corp.- Kit	5.51

(July 2, 1980 min. cont'd)

Mid-Continent Bottlers Inc.- Poop mix for concessions at Pool	86.70
Jack & Jaill- Supplies for P001	3.27
Iowa Southern Utilities Co.- Lights, gas power to City	3897.14
City Supply Corp.- New water heater for Pool	470.40
Arledge Transfer Inc.- Freight on supplies at pool	34.22
Ideal Concrete Co.- ready Mix	35.63
Central Pool Supply Inc.- Supplies for Pool	170.55
Calley Supply & Equip Co.- May rent on 2 cylinders	7.20
The Parts Place- Supplies for street	12.45
League of Iowa Municipalities- League dues for Period from 7-1-80 thru 7-1-81	380.23
Sigourney Oil Inc.- Supplies to Street Dept.	10.20
Semco Landfill- Sanitation Charges to Landfill	584.58
Shaver Trenching & Excavation- Labor Moving curb stops & Valve plus copper for street project	655.00
Kaser Construction Co.- Rock chips for Street Dept.	162.74
Snakenberg Excavating- Labor cutting sidewalk at Willis Jaccks, repair water line at Harvey Cassens	56.00
Mayor William Deitrich- Mayor's salary for month of June 1/2	100.00

There being no further business to be brought before the Council upon motion meeting adjourned in form.

Attest:

Velda Leonard
City Clerk

William Deitrich
Mayor

RESOLUTION PASSED BY CITY COUNCIL AT REGULAR MEETING JULY 2, 1980

New employees on the Street and Water Department will be hired on a sixty (60) day probationary period at \$ 3.10 per hour, and at the end of the 60 day probationary period this employee will be brought up to the regular employees wage or be released.

The above schedule for City Crew, Water and Sanitation departments is based on forty hours per week straight through the year, time and a half will be paid for all over forty hours worked.

Vacations shall be for one week with pay after one year of employment by the City, and two (2) weeks with pay after second year and three (3) weeks after 10 years. And that vacations must be taken when agreeable to the City Foreman and City Council, and vacations can be built up to 2 Vacation Periods.

Eight (8) Holidays with pay given shall be:

Washingtons Birthday, Memorial Day, 4th of July, Labor Day, Veterans Day, Thanksgiving Day and the day after, Day before Christmas and Christmas, Day before New Years and New Years Day. If any of these days fall on Saturday the preceding Friday shall be given off, and if any of these days fall on Sunday the following Monday shall be given off.

2 Personal Days are given each employee each year.

Sick Leave shall be based on one and one half days for each month employed by the City and may not be accumulated to exceed one hundred twenty working days and a Doctor's certificate must be presented after being absent from work ~~one~~ ^{two} days or longer.

Injury on the job, the City will compensate you for the difference between workmen's compensation and your regular rate of pay for sixty working days. To prevent an injured employee from not receiving his check on time, this matter will be handled as follows: Your regular check will be issued to you in the regular manner and benefits which you receive from workmen's compensation insurance will be endorsed and returned to the appropriate fund of the City of Sigourney.

That Part time and seasonal employees will not be entitled to sick leave or vacations. (As per resolution of November 20, 1973.)



Iowa
a place to grow

STATE OF IOWA

CITY DEVELOPMENT BOARD

523 EAST TWELFTH STREET • DES MOINES, IOWA 50319
515 / 281-5941

SHARON NAIL, Chairperson
PAUL BERGER, Member
THOMAS POGUE, Member

June 18, 1980

The Honorable Mayor & City Council
City of Sigourney
City Hall
Sigourney, IA 52591

RE: Sigourney Annexation: Local Representative Appointment

Dear Mayor and Council Members:

At its May 28, 1980 meeting, the City Development Board, State of Iowa, reviewed and approved the petition for annexation filed for the City of Sigourney.

The next step in the annexation process is the appointment of local representatives. This letter is to direct that, in accordance with Section 368.14(4), Code of Iowa, the Sigourney City Council appoint a qualified elector from the City. This representative, along with the City Development Board members and a county-appointed representative, will serve as the Committee which will preside at the Sigourney annexation public hearing. You should take care to avoid appointing anyone who might face a personal conflict of interest in considering the petition. This appointment should be made by resolution and a copy of the resolution, containing the local representative's full name and local mailing address, should be sent to the City Development Board. Please make a local representative appointment at the next city council meeting and notify the City Development Board of your choice.

A public hearing will be scheduled as soon as practical after the local representative appointments have been made. Your prompt attention to this matter will be greatly appreciated.

Please call if there are any questions concerning local representative appointments or the City Development Board.

Sincerely,

Michael Miller
City Development Board Administrator

MM/cs

cc: Mr. Tim Gerard

GERARDS & MORRISON

ATTORNEYS AT LAW

PROFESSIONAL BLDG.

P.O. BOX 147

SIGOURNEY, IOWA 52591

STEPHEN C. GERARD
STEPHEN C. GERARD II
TIMOTHY F. GERARD
DAN F. MORRISON

AREA CODE 515
TELEPHONE 622-2140

July 16, 1980

Sigourney City Council and Mayor
City Council Chambers
Memorial Hall
Sigourney, IA 52591

RE: Insurance Coverage

Dear City Council Members and Mayor:

It has been brought to my attention that this is the year for the City's insurance coverage to expire. Naturally, you will want to secure insurance coverage to replace the presently expiring policies. In the past the City has experienced some difficulty with the procurement of insurance, arising out of the bidding process, and bid specifications. In order to give yourselves enough time you should begin the process now.

First of all, if you wish to bid the insurance by publishing a notice and taking sealed bids according to specifications, you will need to prepare some specifications. The whole idea of having specifications is so that everyone is bidding on the same thing, instead of apples being compared to oranges. If you want to have specifications which describe in detail the type and extent of coverage you desire, then I recommend that you employ an insurance specialist from outside the city (such as Jester & Sons in Des Moines) to draw up your specifications. Implicit in that approach will be certain judgments made by the person drawing up the specifications about what insurance needs the City should be covering. That calls for expertise and impartiality, which was apparently the source of complaints in the past about having it done locally. The idea behind a bidding process is to obtain the best product meeting the specifications for the lowest possible cost. Usually, the lowest bid must be accepted unless there are mitigating circumstances such as non-conformance to the specifications, bidding irregularities, or product deficiencies (such as an unreliable contractor or product). In other words, you cannot reject the lowest bid and take a higher one without having a good reason. You can, however, reject all of the bids and start over if you wish.

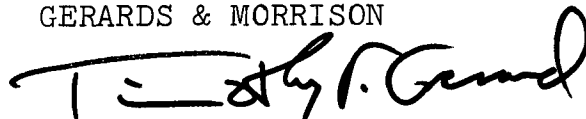
The other bidding option would be to prepare very vague specifications which would only suggest what type and extent of coverage you want. It would not require very expert counsel to prepare a rough specification, so the work could probably be done locally. However, the problem with this approach is that you will not be able to compare the bids according to price without examining in detail what each bid contains. You should have an insurance expert examine each of the bids to tell you which one was giving you the most product for the least cost. Even then, someone will have to decide whether the most attractive bid provides the amount of coverage deemed advisable by the council. For example, are the liability limits high enough, or the deductibles appropriate? This approach will cause more problems in the long run, I believe, than having detailed specifications to begin with.

The third alternative is to not bid the insurance at all. You are not required by law to bid a service product such as insurance. You would, instead, choose an agent and direct him or her to select the best product for the City according to their professional judgment of the City's needs. In order to do this, you may want to invite various agents before the Council to discuss their perceptions of the City's needs as well as their experience and scope of business. This approach has been recommended by the insurance experts due to the complexity of the task and the difficulty of writing specifications which reflect the City's needs. The approach goes further to recommend what is called risk management, where the agent serves the client in a continuing capacity trying to reduce risks and control risk as efficiently as possible through insurance and cost analysis of risk activities. The drawback of this approach is that you will not get a cost comparison in order to know that this was the cheapest product. Unfortunately, cost comparisons are very difficult to make in the area of insurance, especially because of the complex judgments which have to be made and the continuing nature of the service to be provided by the agent.

Upon careful consideration, I would have to recommend the third approach as the best way for the City to assure itself of adequate coverage and continuing service. However, for a cost effective approach you may be more satisfied with a bidding approach. If so, be sure to have an expert prepare the specifications and make the professional judgments as to what adequate coverage would be for our City.

Respectfully,

GERARDS & MORRISON



Timothy F. Gerard