

**CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, DECEMBER 1, 1999**

The Sigourney City Council met in regular session in the City Council Chambers of the Memorial Hall on Wednesday, December 1, 1999, with Mayor John I. Ballensky presiding, and the following Council members answering roll call: Douglas L. Glandon, Bob L. Mendenhall, Ed Conrad, and Lyle G. Van Fleet. Council member Rich Wilkening was absent and Council member Jeffrey A. Winn arrived after roll call. Others present, in addition to the Deputy City Clerk, were, John Wehr, Ken Bucklin, Jerry Smithart, Jeff Wallerich, Dan Moore, Harrison Moore, Jill Moore, Dean Richardson, Ken Chaney, Don Northup, Allan Glandon, Peg Eversmeyer, Jim Eversmeyer, Ed Woods, Lyle Donald, Daniel Schuster, Carl Jemison, Joanne Jemison, Brent Jennings, and Marilyn Wells.

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

Council member Conrad moved, seconded by Council member Van Fleet, that the minutes of the regular Council meeting of November 17, 1999, be approved as submitted. Upon the roll being called, the following voted: Ayes: Glandon, Conrad, and Van Fleet. Nays: None. Abstain: Mendenhall. The motion was approved.

City Attorney John Wehr read the Amendment to Zoning Ordinance. Council member Glandon moved, seconded by Council member Conrad, to accept the reading of the Amendment to Zoning Ordinance as the second public reading. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Council member Winn arrived during the reading of the Amendment to Zoning Ordinance.

Council member Glandon moved, seconded by Council member Van Fleet, to waive the third reading of the Amendment to Zoning Ordinance and to have it published. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Mayor Ballensky asked City Attorney John Wehr to address the James Development Rezoning request. John Wehr read to the Council the Zoning Ordinance Policy. A petition is to be given to the City Council with a \$100 fee to request the change in zoning. The petition is then given to the Planning and Zoning Commission to act upon. They need to notify adjoining property owners by mail, and publish and hold a public hearing. They would then need to report their decision to the City Council. The Council has to have a $\frac{3}{4}$ vote to support or overrule the Planning and Zoning Commission's decision. Discussion involved what exactly to do with the \$100 and who would be responsible for doing the work. The Planning and Zoning Commission is made up of volunteers and they do not have a Secretary. Someone will need to research records, notify the property owners by mail, and publish any necessary information. The \$100 should be used to pay for time, postage, and expenses incurred to publish this information. The Council decided that the City Clerk's office would notify the petitioners and request the \$100. The City would deposit the \$100 and turn the petition over to the Planning and Zoning Commission. The Commission should find someone to do the research, etc. and the City would reimburse them from the \$100 fee. If the \$100 does not cover all the expenses, the City would be responsible for the remainder and should reconsider the amount of the fee for future projects.

Mayor Ballensky stated that he had added the Drug and Substance Abuse item to the Agenda to get the Council's input on the subject. He would like to implement this into the City policy. Council member Glandon discussed information that has been gathered in the past and stated that there should be information coming to the City after the first of the year. There are employees who have CDLs that might already require random testing. The Mayor felt that the Mayor and Council members should be required to be included in this policy to set a good example for the employees.

The next item on the Agenda was the Sigourney Elementary School parking issue. Mayor Ballensky asked the Council to consider making this a resolution instead of an ordinance. After talking with Chief of Police Tony Bos it was felt that traffic could be controlled with signs. If this did not work out, it would be easier to make adjustments to a resolution than to an ordinance and it would also be cost effective. Council member Van Fleet moved, seconded by Council member Winn, to make the Sigourney Elementary School parking a resolution instead of an

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

John Wehr reported on the Ordinance regarding Vicious Animals. Mayor John Ballensky, Council members Glandon and Van Fleet and City Attorney John Wehr met on Monday, November 22nd, 1999 and have compiled a seven page ordinance for review. John Wehr read through their report and asked for comments. Council member Conrad had several concerns including the City be notified if insurance is canceled, whether to call a special meeting if the City Clerk's office receives an appeal and who is responsible for the expenses incurred. Council member Winn felt that dogs should not be listed by breed, but should be covered under Defined #2 any animals declared to be dangerous by the City Council. Council member Glandon stated that Harper completely bans these animals from the City limits. Council member Van Fleet said he has observed children walking dogs that could not have handled the animal if a problem arose. Mayor Ballensky asked for public input. Ed Woods voiced his concerns that the amount of \$1,000,000.00 liability insurance was not near enough. He felt it should be \$10,000,000.00 plus. Don Northup felt that a person could purchase an animal and set up a pen in his back yard and comply with the ordinance. He felt that the regulations should be to the point that an average person could not afford to do this. Discussion continued concerning people finding a way around the rules. Mayor Ballensky felt the safety of the citizens should come first and the Ordinance should provide regulations that most people would find too huge as an investment unless they wanted to put in a kennel or perhaps a zoo. People would then have to meet standards such as keeping the property clean of debris and keeping the buildings presentable, etc. The questions of what size town could really afford a zoo and what kind of regulations/licenses as well as who regulates. This could open up a totally different issue. Concerns were voiced as to the size of the cages, how these would be regulated as the animals grew, and who would do the inspections and pay for them. There is also the issue of materials – they should be specific as well as how far apart the posts, etc. should be. The City, as the local governing body, would have the final say. This could involve a very complex ordinance outlining different specifications for each and every animal. Council member Glandon moved, seconded by Council member Winn, that City Attorney bring to the next council meeting an Ordinance banning all vicious and exotic animals excluding dogs. Council member Conrad stated that by taking off the dangerous, potentially dangerous, and/or known potentially dangerous dogs that the same argument could come back with the other animals (that all are not dangerous and should be judged accordingly). Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, and Winn. Nays: Conrad and Van Fleet. The motion was approved. Mayor Ballensky announced that at the next regular Council meeting there will be another discussion of the Ordinance regarding Vicious Animals and it will stay on the Agenda until it is resolved.

Mayor Ballensky stated that we are waiting for information to arrive from Pat Callahan regarding establishing a City Administrator.

Council member Van Fleet moved, seconded by Council member Mendenhall, a salary raise for Angie Alderson from \$8.75 per hour to \$9.75 per hour. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Mayor Ballensky asked Council member Van Fleet for a report on Memorial Hall. He commented that everything was going well and that he had nothing further to report.

Under Parks and Recreation there was discussion on the high light bill for the pool. Upon checking it was discovered that the meters had not been read, but estimated, since summer and an actual read had been done so the City had to catch up. Council member Van Fleet also discussed being able to get water from the drinking fountains for the trees.

Don Northup reported that they have had different contractors come down to the shop and give their input as to the type of heat to install (hanging or radiant). There is a difference in cost and maintenance. Some contractors have said that hanging heat would not heat the hydraulics as well and will rust out quicker because of the salt in the air. After getting different opinions, the guys thought they would like to have the radiant heat. It heats the objects better. The guys will not be there a lot –it will be more for storage, but they would like the radiant heat. The next obstacle is before the contractors can put in their bids, there needs to be a spec sheet. Discussed having someone put together a spec sheet so the bidding is fair to all contractors. Don will try to have something for the Council to approve at the next regular Council meeting.

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Mayor Ballensky asked Ken Bucklin if he knew whether settlements with Sammons Construction Co. were complete. Mr. Bucklin stated that he had received some information that they have settled, but he has not seen any releases from any of the individuals involved. He suggested that we continue holding the money. Sammons is supposed to send a release from each of the individuals involved before we release the money. Mr. Bucklin said he knew they had settled with Sigourney Cleaners, but they were still working with Dollar General and Sigourney TV and Appliance. The stores were wanting the full value of the goods, but had sold them at a discount. Sammons is only wanting to pay the difference between the full value and what they discounted them for.

Ken Bucklin also reported on the test wells. He received copies of the easements and last Sunday Roy Hesemann marked the location of the test wells. He tried to make things better for the farmer by following the track and moving the test wells to the edge of the fields as much as he could. Mr. Bucklin thought it looked like the farmer was putting in filter strips and if a well is developed there, it should be less loss to the farmer. The second one will be partially on land that we already own if it is developed. Shawver is still intending to get in by mid December. Permit applications have been sent in to DNR and they will have to come down and do a site investigation to make sure that we have the proper separation distances if we are going to develop wells. This should take place in the next couple weeks.

Mayor Ballensky had previously asked Ken Bucklin to explain the Drinking Water State Revolving Fund Application we had received. Mr. Bucklin visited with Mr. Mike Landers, DNR, who administers this. This is very similar to the DNR revolving loan fund we received to build the hospital lift station and build the sewer down behind Siskows and down through Greenleys when we eliminated the three lift stations. The DNR gets federal money from EPA and instead of giving it to people they will loan it to people. When they get the money back they can keep turning the money around. They also get federal money each year and they use it to buy down the interest. The current loans are at 3-1/2 percent. Applications are due on February 29th, 2000. Last year they were able to fund 85% of the applications and the other 15% they carried over and will fund this year. If the City is interested it is almost an assured thing, which is the way the sewer revolving fund was. It is a 20 year loan and would be paid back with water revenues. We cannot put the test wells under this as we would not know until March and our easement runs out in March. The DNR wants a minimum of \$50,000 and we should not apply if we aren't going to apply for \$150,000.00 to \$200,000.00. Priorities for the City would include upsizing the water mains on 149, the wells, upsizing the loop on West Street and tie up with the water tower. The timing for the project on the Delta Road is not good, as we would want to start that before July. Ken Bucklin suggested that if we are interested that the Water Committee should get together and establish what the priorities are and what we might want to put together for a package. An engineering report also has to be sent in with justification as to what we would be doing and why, the cost and our schedule. Mayor Ballensky asked about a recommendation for our water rates. Mr. Bucklin stated that they would make recommendations (tell us how much we need to raise our rates to cover the loan) because we are going to have to tell DNR that we are going to raise our rates enough to service this debt. Sewer cannot be included on this, but there are sewer revolving loans also. That might have to be an option for the City as we have been turned down twice for grants because our rates are too low. The City needs to decide to apply, have a committee work with Ken Bucklin and decide priorities. The Council thought 20 years at 3% was a good deal and that the committees should meet after the first of the year to decide the priorities once the new Council members are involved. Ken Bucklin could go ahead and get started knowing that the City definitely wants to proceed. Council member Van Fleet moved, seconded by Council member Conrad, that Ken Bucklin start working on the application for the Drinking Water State Revolving Fund. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Ken Bucklin added that if we need to he will have Mayor Ballensky write to Pathfinders requesting their help. They are a government agency and anything that they can do would be cost effective. He will also check into the revolving sewer loans for the City.

Mayor Ballensky had Ken Bucklin address the Year 2000 Water Main Construction. If the Delta Road project (apartment complex) goes through, they will need water by the first to middle July. The City was looking at doing a project each year for approximately \$100,000. Discussed doing the Delta Road project (it needs to be done even if the apartment complex does not get built) as planned and putting the other two projects (upsizing water mains on 149 and the West Street loop) into the revolving loan as discussed earlier. Mayor Ballensky felt we should get these projects going. On the revolving loan they want the applicants to have the design ready to go and use the loan money for the actual construction. The City would need to furnish the money

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to get the design of the wells and finish the design on the two water projects (149 and West Street). Council member Mendenhall moved, seconded by Council member Van Fleet, that the City have French Reneker proceed with the Delta Road project as the City's year 2000 project and rolling the other two projects into a revolving loan to include the well project. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Council member Mendenhall discussed the bids being let this winter for the Delta Road project with the money not being available until July 1, 2000. Mr. Bucklin said it would be similar to the Spring Street project. The completion date needs to be July 1, 2000 with payment being in July of 2000.

Council member Van Fleet asked about the total cost of the actual working wells. Mr. Bucklin stated that they would not estimate until the test wells were done. There was some conversation of approximately \$50,000 each. That would include the wells, pumps, and pipes. The wells alone would be approximately \$25,000 each. Ken Bucklin said that French Reneker would bring to the next regular Council meeting something on the Delta Road project and something to get the Committee started on the revolving application.

Under other reports, Council member Conrad discussed the ad for the water superintendent job. He was asking about the correct qualifications and how long to give someone to secure these qualifications. Ken Bucklin suggested we ask for someone with a Grade I in Water and expect them to receive their Grade II within 90 days. There is a shortage of Grade II operators in the State of Iowa. Grade I would be graduates and to acquire a Grade II a person would need on the job experience. Ken Bucklin was concerned that if we ask for a Grade II we would not have any applicants. For wastewater they would need to be a Grade I with the ability to get a Lagoon operators license within 90 days. Also of concern was the cost of the ads for the papers. Discussed the post-offer pre-employment drug testing. Council member Glandon questioned the post-offer pre-employment drug testing statement as being legal since we not yet implemented this in the City. Council member Conrad said we can offer the job with acceptance contingent upon taking a drug/alcohol test and/or physical. Ken Bucklin cited an example with his firm and their lawyer said this can be done without the firm having a program in place. Also suggested having our City Attorney check into this. Mayor Ballensky suggested we proceed with this keeping the costs down as much as possible.

Also discussed under other reports was the report Jim Dickinson presented the Mayor and Council. Mayor Ballensky asked Don Northup for his input. Everything is running smoothly.

Council member Conrad asked Carl and Joanne Jemison for their comments on sewer problems they have been having. They have been having problems with their sewer ever since work was done on Shuffleton Street. They have had a roto-rooter out three times paying cash the first two times so they do not have any record of this. They do have their canceled from last February for the 3rd time. Their sewer line was cut and when it was fixed the 4" lines were replaced with 3" lines. There was a blockage and they have had problems until they hired R & R Excavating to put in all new lines. They would like to have the bill for under \$70.00 for the roto-rooter work reimbursed by the City since they did not have a problem before. Ken Bucklin stated that Bill Potts had seen the work and that he stated that it was not done correctly. He suggested that we turn the bills over to Hardy's as they were the ones that did the work incorrectly. Council member Conrad moved, seconded by Council member Van Fleet, that we reimburse Carl and Joanne Jemison for work they have paid for to have their sewer line fixed. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved. Council member Conrad asked if we should get a bill from R & R Excavating to send to Hardy's also. Mrs. Jemison stated that they had not received it, as the former water superintendent had told them to bill it to the City. They will also try to get a receipt for the first two times it was roto-rooted out. Ken Bucklin stated that if the City got the bills to him he would write a letter to Hardy's and forward the bills.

Mayor Ballensky asked Angie Alderson to report on the Employee Medical Insurance (Flex Benefits). The City does set the maximum amount an employee may spend. The reason behind the amount being kept low, is that the City is also responsible for any amount that is spent and not recovered from an employee that may terminate his employment. Mayor Ballensky did not feel there would be a problem with the employees we have involved with this program. Council member Glandon asked if the City could try to get the amount from an employee should they terminate. We do need to make a decision as this takes effect the first of the year. Council member Glandon moved, seconded by Council member Mendenhall, that we raise the maximum amount for the Employee Medical Insurance to \$3000 for this year and look

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at raising it higher next year if necessary. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Mayor Ballensky reported that he and Council member Glandon conducted interviews for the City Clerk position on Monday, November 29th. There were 15 applicants and 3 of these were interviewed. They recommend that the City hire Marilyn Wells on a sixty day probationary period. Council member Glandon moved, seconded by Council member Winn, that the City hire Marilyn Wells on a 60 day probationary period at 10% less than the present salary. At the end of the 60 days if everything works out the salary would increase to the present salary. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad and Van Fleet. Nays: None. The motion was approved. Marilyn stated she could start the 20th of December.

Mayor Ballensky discussed the Budgetary meeting attended by himself and Angie Alderson. There was a lot of information and very little time to digest it all.

Dean Richardson stated that he had received several tax abatement applications in the mail and about half of them did not have the option marked on them. He asked that the office and Council please be careful to make sure that the forms are completely filled out before the Council approves them.

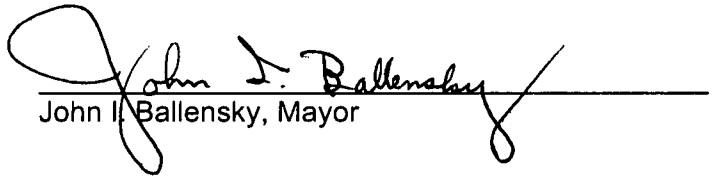
Council member Glandon moved, seconded by Council member Conrad, that the claims be approved as submitted. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, and Conrad. Abstain: Van Fleet. Nays: None. The motion was approved.

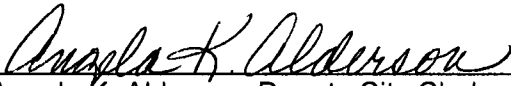
Mayor Ballensky stated that he has been researching the property across from Memorial Hall. Geraldine Behnke called him about getting the property torn down and brought him some information she had. Mayor Ballensky turned it over to City Attorney John Wehr in case the City should decide to pursue this. Council member Conrad said that she holds the tax certificate. Mayor Ballensky thought that she is trying to get it torn down herself, but he would like to see us put something in the budget for demolition. Concerns were raised that if the City starts cleaning up property, everyone will expect us to do it. This also leaves property owners with increased property value at the City's expense. Should the City get involved with this particular property either with helping or buying they could end up investing \$15,000.00 plus. Talked about putting money in the budget for cleaning up nuisances. Thought if the City were serious and cleaned up a few nuisances, others might take it seriously.

Ken Bucklin brought up a concern that Northway Well Co. had not been paid for work on Well #3 for approximately \$27,500.00. He will bring a copy of the bill to the next regular Council meeting. Charles went through all the reports at the water plant. There had been meter readings taken all the time on how much water was pumped, but no level readings taken. They know what the levels were when drilled and what they are now, but there is nothing in between. The City's permit also requires monthly Carbonate and Manganese testing which hasn't been done. Those have been started. Ken Bucklin suggested a complete test be done on each well. When the wells are drilled originally a complete test is done which includes all trace minerals, all the components of the water including the various bacteria that may be in it. The City started working on working on Well #3 because of iron bacteria. It has not been put back into service because Northway was required to take a pathological bacteria test and that came back clean, but Ron took an iron bacteria test and apparently never did send it in and they have not found a report on it. That will have to be sent in, because if there is still iron bacteria they do not want it pumped into the system. It would cost approximately \$120 per well to do a complete test on each well. Council member Glandon thought that we should do this since we don't have records on some of this. This will also tell us if we are getting any plugging of the wells. It is recommended that on deep wells that about every five years you need to pull the pump and renovate it and recommend that you acidize the well and clean it thoroughly. This can contribute to the loss of water. The City needs a general well maintenance program. Ken Bucklin will talk with Jim Dickinson and Don Northup. Council member Glandon asked about the water levels in the wells now. The static levels now are about 12 feet lower now than when we originally drilled the wells. Considering how dry it has been that is not bad. The Pumpage Rate per minute has been pretty constant except when the wells are out of service. They haven't found any static level records as of yet. The Bubbler lines are not in good condition. They had not been used and some were not working at all. Don and Jim have moved these and are using them now. They need to be checking static and pumping levels monthly. Things are set up now to do this.

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Council member Mendenhall moved for adjournment at 9:20 p.m. The second was by Council member Glandon.


John I. Ballensky, Mayor

Attest: 
Angela K. Alderson, Deputy City Clerk



INVOICE#/LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN CHCK
KEOKUK COUNTY STATE BANK											
100 ALL AMERICAN TERMITE & P C											
060517	1 I	12/16/1999	12/16/1999	PUB LIB MO PEST CONTROL	18.00		18.00		18.00	200	
				** VENDOR TOTALS *	18.00		18.00		18.00		
103 ALLIANT UTILITIES											
12	1 I	12/16/1999	12/16/1999	E#71205958 LIB 11/4-12/	49.37		49.37		49.37	200	
	2 I			G#94049852 LIB 11/4-12/	117.80		117.80		117.80	200	
				* INVOICE TOTALS	167.17		167.17		167.17		
				** VENDOR TOTALS *	167.17		167.17		167.17		
300 BAKER & TAYLOR INC											
200096133	1 I	12/16/1999	12/16/1999	MOM2174295	235.90		235.90		235.90	200	
2004846708	1 J	12/16/1999	12/16/1999	MOM9081827	76.21		76.21		76.21	200	
2004864241	1 I	12/16/1999	12/16/1999	MOM0235708	162.04		162.04		162.04	200	
2004881810	1 J	12/16/1999	12/16/1999	MOM9101366	24.09		24.09		24.09	200	
2004916366	1 I	12/16/1999	12/16/1999	MOM9112109	90.74		90.74		90.74	200	
2004937057	1 I	12/16/1999	12/16/1999	MOM9126450	148.93		148.93		148.93	200	
				** VENDOR TOTALS *	737.91		737.91		737.91		
1100 COAST-TO-COAST											
6783	1 I	12/16/1999	12/16/1999	CLEANERS/BRACKETS/MISC.	11.08		11.08		11.08	200	
8494	1 I	12/16/1999	12/16/1999	1 CORDLESS PHONE BATTER	11.49		11.49		11.49	200	
				** VENDOR TOTALS *	22.57		22.57		22.57		
1230 COUNTRY LIVING											
9217-4285-	1 I	12/16/1999	12/16/1999	LIB 12 ISSUES	23.07		23.07		23.07	200	
				** VENDOR TOTALS *	23.07		23.07		23.07		
2112 GOOD HOUSEKEEPING											
GH 203	1 I	12/16/1999	12/16/1999	36 ISSUES GOOD HOUSEKEE	57.97		57.97		57.97	200	
				** VENDOR TOTALS *	57.97		57.97		57.97		
2955 IDEALS PUBLISHING CORP											
R57021	1 I	12/16/1999	12/16/1999	(12 ISSUES) IDEALS	35.95		35.95		35.95	200	
				** VENDOR TOTALS *	35.95		35.95		35.95		
3690 KINGERY AWNING COMPANY											
135	1 I	12/16/1999	12/16/1999	1-CAN. BURG. ENTRY AWN.	817.95		817.95		817.95	200	
				** VENDOR TOTALS *	817.95		817.95		817.95		
3840 LISCO											
114,192	1 I	12/16/1999	12/16/1999	A#5421 12/1/99-1/1/00	27.95		27.95		27.95	200	
				** VENDOR TOTALS *	27.95		27.95		27.95		
4445 NATIONAL GEOGRAPHIC SOCIETY											
NW01	1 I	12/16/1999	12/16/1999	12 ISSUES NATIONAL GEOG	29.00		29.00		29.00	200	
				** VENDOR TOTALS *	29.00		29.00		29.00		
5055 NORTHWAY WELL AND PUMP CO											
8	1 I	12/16/1999	12/16/1999	WELL #3 ORIGINAL PROPOS	20687.00		20687.00		20687.00	500	
8773	1 I	12/16/1999	12/16/1999	WELL #3 REINS CASING ET	6805.30		6805.30		6805.30	500	
				** VENDOR TOTALS *	27492.30		27492.30		27492.30		

IN	RE#	LN	TY	DUE DATE	INV DATE	REFERENCE	GROSS	DISCOUNT	NET	DISCOUNT TAKEN	PAYMENT AMOUNT	DIST	MAN CHCK

						5800 SIGOURNEY COMMUNITY FIRE DEPT.							
EMERLEVY	11	1	J	12/16/1999	12/16/1999	PDCONOV/HS322.10/RE25.5	347.63		347.63		347.63	100	
NOV TAXES	1	J	12/16/1999	12/16/1999	HS/RE - 13903.90x.0405		563.11		563.11		563.11	100	
						** VENDOR TOTALS *	910.74		910.74		910.74		
						6452 ROSLIN THOMPSON, LIBRARIAN							
LS	RECE	1	I	12/16/1999	12/16/1999	POSTAGE REIM 11/29-12-6	17.38		17.38		17.38	200	
						** VENDOR TOTALS *	17.38		17.38		17.38		
						6905 VOGUE							
90018003	1	I	12/16/1999	12/16/1999	12 ISSUES VOGUE		18.00		18.00		18.00	200	
						** VENDOR TOTALS *	18.00		18.00		18.00		
						7267 WORLD BOOK EDUCATIONAL PRODUCT							
1009290	1	I	12/16/1999	12/16/1999	WB AMER PRESIDENTS 2V		60.00		60.00		60.00	200	
						** VENDOR TOTALS *	60.00		60.00		60.00		
						BANK TOTALS	30435.96		30435.96		30435.96		
						TOTAL MANUAL CHECKS					.00		
						TOTAL OPEN PAYMENTS					30435.96		
						GRAND TOTALS	30435.96		30435.96		30435.96		

CITY OF SIGOURNEY, IOWA
REGULAR COUNCIL MEETING
7:00 O'CLOCK P.M.
MEMORIAL HALL, CITY COUNCIL CHAMBERS
120 North Jefferson Street, Sigourney, Iowa
515/622-3080
WEDNESDAY, DECEMBER 15, 1999

ROLL CALL

- 1. Approval of Agenda
- 2. Approval of Minutes of Regular Council Meeting of December 1, 1999
- 3. Presentation of 1998-1999 Audit Report
- 4. Consideration of Ordinance regarding Vicious Animals
- 5. Consideration of Ordinance establishing an Administrator
- 6. Memorial Hall
- 7. Park and Recreation
- 8. Street and Sanitation
 - A. Heat in Pole Building
 - B. Any other report
- 9. Water Department
 - A. Test Wells
 - B. Drinking Water State Revolving Fund Application
 - C. Year 2000 Water Main Construction
 - D. Any other reports
- 10. Wastewater Department
 - A. Any other reports
- 11. November financial reports of City Clerk and City Treasurer
- 12. Public Input
- *13. Approval of Annual Council Remuneration
- *14. Application of M & M Welter Inc. for building permit and Application for Tax Abatement to build a 54' x 150' storage building
- *15. Sigourney Ball

Angela K. Alderson
Deputy City Clerk

12-13-99

*Added 10:00 A.M. Tuesday, 12/14

**CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, DECEMBER 15, 1999**

The Sigourney City Council met in regular session in the City Council Chambers of the Memorial Hall on Wednesday, December 15, 1999, with Mayor John I. Ballensky presiding, and the following Council members answering roll call: Douglas L. Glandon, Bob L. Mendenhall, Jeffrey A. Winn, Ed Conrad, and Lyle G. Van Fleet. Council member Rich Wilkening was absent. Others present, in addition to the Deputy City Clerk, were Marilyn Wells, John Wehr, Ken Bucklin, Jerry Smithart, Don Northup, Jeff Wallerich, Peg Eversmeyer, Jim Eversmeyer, Daniel Schuster, Stan Finch, and John Schroeder.

Council member Van Fleet moved, seconded by Council member Conrad, that the Agenda be approved as posted. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. 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 December 1, 1999, be approved as submitted. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Fred Hensel, CPA, presented in detail the 1998-1999 Audit Report. Council member Glandon moved, seconded by Council member Conrad, to approve the \$150.00 check for the filing fee to the State Auditor. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

City Attorney John Wehr read the newly drawn up Ordinance regarding Vicious Animals. Mr. Wehr first made a few corrections. On the first page item 10 should be scratched, as he was directed to prepare an Ordinance excluding any dogs, which changes number 11 to number 10. Under keeping a vicious dog or cat, person or person should be person or persons. Basically this provides for complete prohibition unless you have the Council's written approval and if you disagree with the Council's decision to allow it or disallow it you can then appeal it to the District Court of Keokuk County Iowa and they will have the final say. This permits a circus to come to town, if they come and apply for permission ahead of time. It would permit the DNR to put on a show of animals if they had prior written permission. Someone could put on a program for the school, if they came to the Council first and said they were bringing this in. It could permit an auction at the sale barn, if they came to the Council first and asked permission to have the sale of wild and vicious animals as described. Mayor Ballensky asked if there were any questions or discussion. John Wehr stated that we have in our code, that any violation of any adopted ordinance is a misdemeanor or a municipal infraction. It can be put in the Ordinance that if this is violated it is punishable by a maximum fine permitted by law or a municipal infraction and each day was another offense. Mayor Ballensky asked the Council to consider this as the first reading toward adoption. Council member Winn moved, seconded by Council member Glandon, that the City approve the Ordinance with the stated changes and consider this as the first reading. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad and Van Fleet. Nays: None. The motion was approved. Mayor Ballensky announced that the 2nd reading would be at the 1st regular Council meeting in January of 2000.

Mayor Ballensky stated that we had received information from Pat Callahan regarding establishing a City Administrator. We need to study this and call Mr. Callahan and he will help us work through this.

Mayor Ballensky asked Council member Van Fleet for a report on Memorial Hall. He asked that everyone go downstairs to see all the improvements that had been made.

Council member Van Fleet had nothing to report under Parks and Recreation.

Council member Glandon discussed having the new Council consider doing a street study through French Reneker costing approximately \$4000 to \$5000. Ken Bucklin explained that they would review all the streets as far as condition because sometimes a community will have streets that someone will suggest resurfacing and the street may be to the point that it is going to break up in a few years. If this is the case the City might as well let it go until it does completely break up and then rebuild it. This is the kind of evaluation we would get – which streets should be resurfaced and which ones are beyond this. They would also look at streets that need to be paved. He suggested that we publish this in the paper. It helps down the road if we do decide to go into a street paving program and people/neighborhoods want their street paved. General obligation bonds and special assessments are used to pay for this. Special assessments are hard to accomplish if the public does not want it done. Mr. Bucklin thought it

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had been approximately 20 years since we had done a major paving work and if we had General obligation bonds that were getting paid off, we might want to consider doing this program. We could reissue the bonds, the debt service stays level and it doesn't cost the public any more. This would be something to check into. Mayor Ballensky asked what we should consider for the budget to have the study done. Mr. Bucklin will have Bill Potts look into this and get us a figure in January. We should take care of the sewer and water projects before doing work on the streets, so the streets don't have to be torn up soon after they are fixed. Mayor Ballensky feels that if we had a plan to show the community what the priorities are, then when citizens ask about certain streets -- we would have answers.

Ken Bucklin reported on the test wells. Shawver started the first test well on December 14, 1999. They hoped to be to rock by December 15, 1999 and would call Ken tomorrow to let him know where they were. They hope to be done in two weeks with the first well. They may be moving another rig in next week to do the second well.

Ken Bucklin also reported on the Drinking Water State Revolving Fund. There are two requirements: one is to have an engineering study done (French Reneker can do) and the other is to have the community to complete a self-assessment of water system viability. This was something the community was supposed to have done a year ago and DNR does not have one on record. DNR sent Ken Bucklin a manual and it is basically information on our system as to sources with a lot of information on finances. Mr. Bucklin suggested that after the first of the year, French Reneker would need to sit down with a working committee to discuss priorities on water main replacement. Priorities were set up four to five years ago and some of these have been worked through. Now we need to decide the next set of priorities, which will be part of the report. A lot of the self-assessment can be done during this working session. What doesn't get done with the Council, Mr. Bucklin can get from the City Clerk and records in the City Clerk's office. It is a total evaluation of our system -- do we have adequate source, adequate treatment, how is the distribution system, how are the finances, are we charging enough for our water to pay for the system, do we have funds set aside for replacement. Mr. Bucklin brought an agreement to do the application and an engineering study. The agreement includes preliminary services, design services, and engineering services during construction. The only thing being priced right now would be for preliminary services. They work with the owner to determine the scope of the project, which is pretty well started. They need to gather information from previous water reports. A lot of this was already done when the original water treatment plant and wells were built. A comprehensive report of the system has been done and this would be an update. They will assist the City in prioritizing the needs in the water distribution system. Mr. Bucklin has done some prioritization based on past leak records. Cost estimates to construct those various segments of the distribution system would then be prepared. This becomes the City's multi year plan for replacement of water mains. Next would be preparing cost estimates for two new wells, pumps, and the piping between the wells and the water plant. We should know by then if the two test wells are going to be successful or not and base the cost on those. Then French Reneker will prepare a letter report, which is suitable for SRF loan, and assist the City in preparation of an application for an SRF loan. Design services, engineering during construction, and other services are services that would be available and used if we make any of the improvements. The cost is \$1700.00 for the preliminary services. The deadline is February 29, 2000, so we need to get started as soon as possible. Council member Mendenhall moved, seconded by Council member Van Fleet, to approve the service agreement with French Reneker to start the preliminary services for the Drinking Water State Revolving Fund Application. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Ken Bucklin then presented the Delta Road water main project service agreement. The project would start at Garfield and Skillman, run west to the Delta Road, run south to the corner of Delta Road and Old Delta Road and then runs west approximately 300 feet, for a total length of 1300 feet. Included in the agreement are the preliminary services and design services. The City wants the project built this year (before July 1st) with payment being made after July 1st. This would get us through the leading (surveys, draw the plans and specifications, send those out to contractors). The price would be \$9200. The original estimated cost for this was for several projects together and was \$9500. It is going to cost more to do just the one project, as we want to do the other projects under the SRF loan. Council member Van Fleet wondered if Ken Bucklin knew the street does not lay quite where it is suppose to according to property owners that had their property surveyed. Council member Mendenhall asked if we were replacing 2" line. Ken Bucklin answered that we are replacing 2" line with 6" line. There will be a hydrant at the end of the line. John Wehr asked if that would loop any place. We would be connecting to 2" line already in place at the Kahler's property. Then it would loop back north in the Delta Road. There will need to be more work done someday because the 2" line further out. Council

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member Mendenhall moved, seconded by Council member Winn, to approve the service agreement with French Reneker to start the preliminary and design services for the Delta Road Project. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Don Northup reported that the Rock Island Well is off. If the pump is fixed, the chlorine is renewed and plugged in, it would go with the motor. DNR only requires that the well be chlorinated. John Ballensky asked if we should go ahead to get the well going again. Ken Bucklin recommended that we should since it is our emergency backup well and it shouldn't be a big cost item to get going. We will also need to keep it maintained. Don Northup stated that DNR was also concerned that the building needed to be replaced. He also asked why the meter was so small. Ken Bucklin stated that it was probably a 2" meter, but the friction loss is relatively small and we would get all the flow we needed. A 6" meter is very expensive. Mayor Ballensky suggested that Council members Van Fleet, Conrad, and Wilkening get together with Don Northup to get something started on replacing the building. Ken Bucklin stated that he had sent a letter to Mayor Ballensky concerning the unpaid bills due to Northway. Mr. Bucklin has sent copies of the original contracts signed by the City, the bills, and he has verified the work. The amount is \$27,492.00. Council member Van Fleet moved, seconded by Council member Glandon, that the City pay these bills to Northway now. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved. Ken Bucklin stated that the only thing we were waiting on to get the well going again was an iron bacteria test. Jim Dickinson is waiting for the sample bottle to come. Council member Van Fleet asked if we could go ahead and put the Rock Island well back into operation if we get the chlorine set up right without the building being replaced right away. Ken Bucklin thought that would not be a problem with DNR as they mainly wanted us to get it cleaned up. We should not operate it with it being exposed. We are supposed to be doing raw water samples on all the wells and this hasn't been done for five years. Don Northup mentioned DNR said we are a one source entry and need to be two. According to Jim Dickinson that is only a matter of paperwork. Ken Bucklin asked that Don send a copy of whatever is done to them. Council member Conrad talked about the clean up that was done according to Jim Dickinson's report. DNR thought that the Keswick Lift Station wasn't working properly, but it is okay. It uses an air bubbler. Larry Smith showed both Don Northup and Jerry Smithart how it operates. Some wiring did need to be done and Don told Larry Smith to go ahead and do what needed to be done if the cost would be minimal.

The November financial reports were not ready.

Discussed the ad for the Water / Wastewater Superintendent position to be put in the newspapers. The cost for 2 Sundays in the Des Moines **Register** will cost approximately \$650.00 and \$110.00 for the Cedar Rapids **Gazette**. Ken Bucklin suggested that we try the League of Cities web site and the Community College web site. Council member Van Fleet moved, seconded by Council member Mendenhall, to place the ad for the Water / Wastewater Superintendent in the Des Moines **Register** and the Cedar Rapids **Gazette**. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Council member Van Fleet moved, seconded by Council member Mendenhall to approve the annual Council remuneration. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

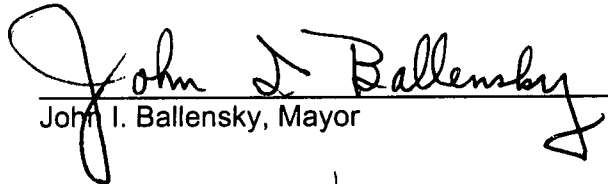
Council member Glandon introduced the Resolution, and moved its adoption, to approve the building permit and Application for Tax Abatement to build a 54' x 150' storage building for M & M Welter, Inc. The second was by Council member Van Fleet. Upon roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad and Van Fleet. Nays: None. The motion was approved.

John Schroöder represented Sigourney Ball. He wanted to thank the Council for their funding of \$2000.00 for each of the past two fiscal years and hoped they would continue with this. They started with a capital improvement project. They raised quite a few private donations. They plan to have a \$1500.00 profit from the Concession Stand and with the \$2000.00 from City that would give them approximately \$3500.00 per year. Their five-year plan would cost approximately \$14,500.00 to complete. They have about \$10,000.00 worth of work left to do. Long term goals would be electrical work, fencing, field work and a water fountain. With continued City funding they are hoping to complete these projects over the next three years. The City also gave them sanitary sewer hook up. Don Northup said they were basically here to ask to be funded in the budget for next year. The electrical work would be done next, as it is a

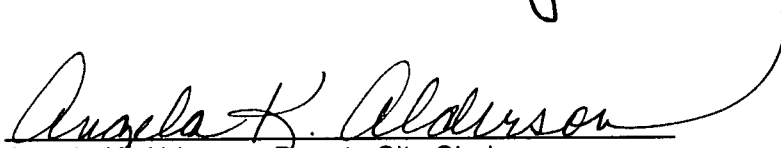
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safety hazard. He also thanked the Council for their support. Council member Van Fleet moved, seconded by Council member Mendenhall, to approve keeping Sigourney Ball in the budget and donating \$3000 for the coming fiscal year. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, and Van Fleet. Nays: None. The motion was approved.

Council member Glandon moved for adjournment at 8:35 p.m. The second was by Council member Mendenhall.



John I. Ballensky, Mayor

Attest: 

Angela K. Alderson, Deputy City Clerk

CITY OF SIGOURNEY, IOWA
SPECIAL COUNCIL MEETING
SIGOURNEY CITY COUNCIL
MEMORIAL HALL, CITY COUNCIL CHAMBERS
515/622-3080

TENTATIVE AGENDA
DECEMBER 29, 1999
5:30 P.M.

ROLL CALL

1. Approval of tentative Agenda.
2. Consideration of the establishment of the position of Public Works Director for the City of Sigourney.
3. If Public Works Director position is established, consideration of possible candidates.
4. Public Input.

Angela K. Alderson
Deputy City Clerk
12/27/99

**CITY OF SIGOURNEY, IOWA
MINUTES OF SPECIAL CITY COUNCIL MEETING
WEDNESDAY, DECEMBER 29, 1999**

The Sigourney City Council met in special session in the City Council Chambers of the Memorial Hall on Wednesday, December 29, 1999, with Mayor John I. Ballensky presiding and the following Council members answering roll call: Douglas L. Glandon, Bob L. Mendenhall, Jeff Winn, Ed Conrad, Rich Wilkening and Lyle G. Van Fleet. Others present, in addition to the recording secretary, Marilyn Wells, were Dan Schuster, Jerry Smithart and Judy Bruns.

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

Mayor Ballensky explained the recent chain of events regarding the water/wastewater treatment position that is currently being filled temporarily by Jim Dickinson of Keota. The mayor also stated that he wanted to propose, for the council's consideration, the possible establishment of a Public Works Director position for the City of Sigourney. The Mayor added that the Council had previously considered establishing a City Administrator position, but after speaking with several citizens and in light of recent events, he said he felt the City needed a Public Works Director more than a City Administrator.

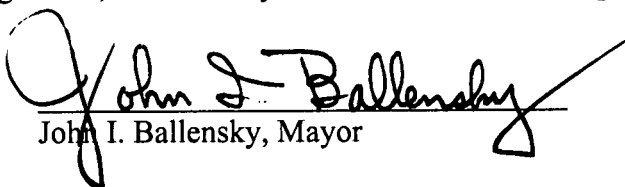
Mayor Ballensky explained that a current employee had requested a closed session to further discuss the proposal to establish the position of Public Works Director and to also discuss a proposed job description and the filling of said position. Motion was then made by Council member Van Fleet to close the council meeting to the public pursuant to Iowa Code Section 21.5 (1i). Council member Glandon seconded the motion. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, Wilkening, Van Fleet. Nays: None. The meeting was then closed to the public at 5:33 P.M. (Closed meeting was tape-recorded.)

Motion to close the closed portion of the council meeting was made by Council member Van Fleet. Council member Mendenhall seconded the motion. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, Wilkening and Van Fleet. Nays: None. The motion was approved and the council meeting was then reopened to the public at 6:38 P.M.

The outcome of the closed meeting was to consider the hiring of a current city employee to fill the position of Public Works Director for the City of Sigourney. Council member Glandon moved, seconded by Council member Van Fleet, that the position of Public Works Director for the City of Sigourney be established effective immediately. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, Wilkening and Van Fleet. Nays: None. The motion was approved.

Motion was then made by Council member Van Fleet to approve the hiring of Larry James Dickinson as Public Works Director for the City of Sigourney effective January 3, 2000 at a beginning annual salary of \$45,000 for the first sixty (60) days probationary period and upon successful completion of said probationary period, the annual salary be raised to \$50,000 and also for the Public Works Director to move within a two (2) mile radius of the City of Sigourney within a reasonable amount of time. Council member Conrad seconded the motion. Upon the roll being called, the following voted: Ayes: Glandon, Mendenhall, Winn, Conrad, Wilkening and Van Fleet. Nays: None. The motion was approved.

Council member Winn moved to adjourn the meeting. The motion was seconded by Council member Glandon. Upon roll being called, all voted Aye and the council meeting was adjourned at 6:50 P.M.


John I. Ballensky, Mayor

ATTEST: 
Marilyn D. Wells, City Clerk

