

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, APRIL 15, 2020**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, April 15, 2020 with Mayor Glandon presiding and the following Council members answering roll call: Conrad, McLaughlin, Schultz (*via phone*) and Schröder. Others present were: Larry Alderson; Don Northup, Director of Public Works I; Matt Walker, French-Reneker-Associates; Jeff Kiebel, Sigourney News Review; Jody Miller; Jerry Wohler; Brad Grefe with Area 15 Regional Planning Commission (*via phone for a portion of the meeting*); and Angie Alderson, City Clerk. (*Larry Alderson and Jerry Wohler did not attend the meeting but were in the building.*)

*Due to the restriction of the number of people at a public gathering, City Clerk Alderson monitored the people during the Council meeting and kept additional people in another part of the building during the meeting. It was decided that if anyone arrived at the meeting and wished to meet with the City Council members, one of the City employees would exit the meeting to allow anyone from the public the opportunity to speak before the Council. No one other than the people listed throughout these minutes attended the Council meeting.*

The meeting was called to order at 6:00 p.m. Council member McLaughlin moved, seconded by Council member Conrad, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Conrad, to approve the following items on the consent agenda: Minutes of regular Council meeting of April 1, 2020; Council accounts payable claims in the amount of \$62,101.33 and \$1,955.00 for soccer refunds; City Clerk Financial Reports for March 2020; payroll expenses, miscellaneous expenses, ACH and monthly transfers for March 2020; liquor license application for Amanda Snakenberg (DBA: Barn Wired) at 119 East Marion Street, Sigourney, Iowa; and the credit card report. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

**Public Hearing:** Council member Schröder moved, seconded by Council member Conrad, to open the public hearing regarding the proposed water main improvements project. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved, and the public hearing was opened at 6:03 p.m.

Mayor Glandon stated the public hearing information was published as required on April 8<sup>th</sup>, 2020 and then asked the City Clerk if she had received any objections. City Clerk Alderson stated she had not.

Council member McLaughlin moved, seconded by Council member Schröder, to close the public hearing. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved, and the public hearing was closed to 6:04 p.m.

Matt Walker, French-Reneker-Associates, reviewed the project with the Council and outlined the details of completion dates, warranty, and stated estimated cost of the project are \$972,000.00 with a \$500,000.00 CDBG (Community Betterment Block Grant).

Mayor Glandon asked the public if they had any comments. There were none.

Council member Conrad moved, seconded by Council member McLaughlin, to approve resolution no. 2020-04-03 approving the proposed drawings, specifications, form of contract and estimated cost for proposed water main improvements. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

**Additional City Business:** Brad Grefe, Area 15 Regional Planning Commission, reviewed the Iowa Economic Development Authority Catalyst Grant the City is applying for on behalf of Kim Reed at 114 East Washington Street. Working with the Architect, Rod Curtis, the costs were calculated for the in-kind labor and a breakdown of the other costs per contractor. The numbers in the application are estimations, but at the end of the day the project that was applied for should have done the work outlined even if the costs fluctuate.

Council member Conrad suggested the amount the City puts toward this project be increased from \$10,000.00 to \$12,000.00 to include the architect fees to keep the project going, there could be some in-kind work and if at the end of the project there are funds left and the project is completed the remaining funds would be sent to the project owner to help defray remaining costs.

Council member Conrad moved, seconded by Council member Schultz, to approve a Letter of Intent to Participate in the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant and Authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Conrad, to approve of Project Assurances Provided to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant and Authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member Schultz moved, seconded by Council member Conrad, to approve of Applicant Assurances Provided to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant and Authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member Conrad stated he and Council member Schultz would like to suggest a financial contribution of \$12,000.00 to include the architect fees, any in-kind that the City can provide during the construction process and at the end of the project if there is a balance and the project has been completed the balance would be refunded to the owner of the property. Council member Conrad moved, seconded by Council member Schultz, to approve a financial contribution of \$12,000.00 for the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant Application. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Mayor Glandon explained the request from Heather Haines for vacation of the north-south alley in the 300 block of West Washington Street. The Haines' family owns the lots on both sides of the alley, and they would like to put in a dog run. The Council members agreed by consensus that consistency is important, and they would need a very compelling reason to close an alley.

Director of Public Works I Northup explained that LISCO contacted the City and would like to run underground fiber optic east from Dollar General to Shuffleton Street, then move to Jackson Street and east out of town toward Belva Deer Inn. This would include right-of-way approval for the City and the Iowa DOT. This should not cause the City any issues. Council member Conrad moved, seconded by Council member McLaughlin, to approve of fiber optic upgrades by LISCO in the City's Right of Way in the areas as described by the Director of Public Works I. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Schröder, to approve the LISCO Application and Agreement for Use of Highway Right-of-Way for Utilities Accommodation with the Iowa Department of Transportation. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

There was not a SADC report.

**Park and Recreation:** Jody Miller was present to discuss changing the tennis courts into pickleball courts. Mrs. Miller provided the Council with a proposal from TSI Tennis Services of Iowa. Mrs. Miller is proposing to turn both tennis courts into pickleball courts and then there would be a substantial area behind the courts. There has been discussion of putting in a shuffleboard court. This would leave the shuffleboard court in the sun, but maybe there could be something put up to shade the area. Mrs. Miller thought maybe some tables and canopies could be put in the area and there could be pickleball tournaments during the 4<sup>th</sup> of July, etc. Pickleball has become very popular in the last few years and is played by people of all ages. Mrs. Miller would like to use \$13,000.00 of memorial money. There would be other expenses such as posts and nets in an approximate amount of \$1,000.00. There is an issue with flooding on the courts and Bill Tremmel has suggested a large square grate. There will still

be some issues with leaves and maintenance. The other concern is the area between the pool and the fence there is a hill that water and debris run down onto the tennis courts. It can be tiled, and a drain put in on the south side of the tennis court. The drainage would be hard on the Acrylotex surface on the pickleball courts. Mr. Tremmel thought the cost for that would be \$2,000.00 to \$2,500.00 to reduce the drainage on the courts. Council member McLaughlin supplied Mrs. Miller with information for a possible grant option through Wellmark. This is a matching grant up to \$25,000.00 for playground equipment, etc. The grant applicant would be the City. This grant must be done by June 5<sup>th</sup> and awards would be announced in August. Mrs. Miller asked a representative from Wellmark if she could use her husband's memorial money and start the project. TSI has also suggested some type of curtain around the fencing for a wind break. Pickleballs are not as heavy as tennis balls and the wind could pick them up. The schools play pickleball and could utilize the courts. People would bring their own equipment. TSI could put the surface on between now and July 4<sup>th</sup>. Council member Schroeder asked what the City would have in this financially. Council member McLaughlin stated that the City would only need to allow the tennis courts to be converted into pickleball courts. Mrs. Miller stated she was planning to pay for this project including the drainage work. Council member McLaughlin moved, seconded by Council member Schröder, to propose proceeding with changing the tennis courts into pickleball courts. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

City Clerk Alderson stated there have been approximately \$2,000.00 in soccer fee refund requests. Everyone is being asked to e-mail the City, so all requests are in writing. The insurance company has agreed to return the fees for this season.

**Street and Sanitation:** Mayor Glandon explained the ordinances for the sanitation rates include a three percent (3%) increase. If the Council wants to change the rate in any way there would need to be three readings and the ordinance changes printed in the newspaper. Council member McLaughlin has concerns that with the COVID 19 this would not be a good time to increase rates. Mayor Glandon agreed with this, but the City also has expenses that must be paid as well. Council member Conrad stated that with these being proprietary funds they must pay for themselves. He is not in favor of going any higher than the three percent (3%). Council member Schultz stated he felt the responsible thing to do is allow the three percent (3%) increase. This is for discussion only, but at the May 6<sup>th</sup> Council meeting a decision needs to be made.

**Water and Wastewater:** Mayor Glandon asked to combine discussing the water and sewer rates to continue with the rate discussion. Council member Schultz stated he felt the three percent (3%) rate increase is the responsible thing to do as it was put into place for a reason. In the future if the increase is not needed it can be held off. Council member McLaughlin reiterated that she felt the timing is wrong.

City Clerk Alderson reminded the Council that at the last Council meeting they voted to not shut water off if someone could not pay their account due to the loss of their job. There are only eleven utility accounts that have not paid their bill due March 15<sup>th</sup>. It was agreed that once the COVID 19 crisis is over, those that have not paid their utility bills will be sent a letter stating how much is owed and that this amount must be paid by a certain date or they can come into the office and work out a payment plan. City Clerk Alderson is suggesting the penalties should be applied and those who sign a contract will have their penalties forgiven if they honor the contract by making timely payments. Those that do not honor their contract would end up being shut off and owe the penalties. There have been citizens calling to say they are currently unemployed and stated they would pay what they could when they could. Council member Conrad asked about the length of time for a contract. City Clerk Alderson stated this is decided per contract on the amount due and their personal situation. Council member Conrad moved, seconded by Council member McLaughlin, to approve the City Clerk's proposal and put penalties on utility accounts. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Mayor Glandon explained Area 15 Regional Planning Commission has drafted contracts for administrative assistance with the State Revolving Fund (SRF) loan. There are requirements that must be met, and Area 15 would do these things for the City for both the water and sewer loans.

Council member Schultz moved, seconded by Council member Conrad, to approve of Area 15 contract for SRF Administration Assistance for the Drinking Water State Revolving Fund (DWSRF) loan. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

Council member Schultz moved, seconded by Council member Conrad, to approve of Area 15 contract for SRF Administration Assistance for the Clean Water State Revolving Fund (CWSRF) Loan. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

**Public Safety:** City Clerk Alderson reported that mailing stickers for the golf carts and UTVs is working very well. They have done about 50 since the last Council meeting and each day a few more applications come through.

**Finance:** Council member Conrad moved, seconded by Council member McLaughlin, to set the date and time as Wednesday, May 20, 2020 at 6:00 p.m. for a public hearing regarding City Budget Amendment for Fiscal Year 2020. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz and Schröder. Nays: None. Motion approved.

**City Clerk:** The May 6, 2020 Council meeting will be held at 6:00 p.m. at City Hall.

**Public Input:** There was not public input.

The meeting was adjourned by acclamation at 6:58 p.m.

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Douglas L. Glandon, Mayor

ATTEST: \_\_\_\_\_  
Angela K. Alderson, City Clerk