

# CITY OF SIGOURNEY, IOWA

## MINUTES OF REGULAR CITY COUNCIL MEETING OF WEDNESDAY, APRIL 17, 2019

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, April 17, 2019 with Mayor Glandon presiding and the following Council members answering roll call: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Others present were Don Northup, Director of Public Works I; Aaron Kephart, Police Chief; and Angie Alderson, City Clerk.

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

Council member McLaughlin moved, seconded by Council member Landgrebe, to approve the following items on the consent agenda: Minutes from the regular Council meeting of April 3, 2019; Council accounts payable claims in the amount of \$38,815.01; Library accounts payable claims in the amount of \$6,221.61; Tax Exemption Application for John and Sheila Ferree at 615 South Main Street, Sigourney, Iowa (Resolution 2019-04-05); and the credit card report. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

**Additional City Business:** City Clerk Alderson stated the 5-year contract (*lease*) on the copier expires in May. The monthly payment for the new lease will be reduced by approximately \$40.00 per month. Council member Landgrebe moved, seconded by Council member Bender, to approve the lease for a new copier with Access Systems as outlined in the Proposal and Investment Plan. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

Mayor Glandon reminded the City Council that Tom Bowers has been to Council meetings to request having a flea market around the City square. One of the things that needs to be looked at is whether the City's liability insurance would cover the event and then requesting the vendors to also have insurance coverage. City Clerk Alderson stated she had talked with Horak Insurance and the first preference would be that each entity have their own insurance, etc. If the City chooses to proceed with this, it should be treated as the other committees. Council members Landgrebe and McLaughlin both liked the idea of having another event on the square. City Clerk Alderson was instructed to get more information on the insurance and to put this item on the agenda for May 1<sup>st</sup>.

Mayor Glandon stated he and the City Clerk met with Ryan Smith with Schneider Geospatial to discuss the costs involved with GIS. Initial start up cost, license software, maintenance and hosting would cost approximately \$12,000.00 for the first year and each year after \$6,000.00. There will be a \$125.00 an hour fee to have what we have available to be put into the system. There will eventually need to be an instrument purchased to help with GPS items to be uploaded and added to the system. Public Works Director I Northup stated there are a lot of maps that have to be sorted through to find something as well as all the information in their heads and it would be nice to have it all brought up to date in the digital world. It is \$6,000.00 annually plus \$125.00 a project hour fee for the next five years. The Finance Committee would need to meet to discuss how this would be paid for.

Council member Landgrebe moved, seconded by Council member Morlan to approve a contract with Richard Conrad, Comedy Hypnotist, for the 175<sup>th</sup> Anniversary Celebration. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

**Park and Recreation:** A Park and Recreation Committee meeting was set for Thursday, May 2<sup>nd</sup> at 7:00 a.m.

**Street and Sanitation:** Public Works Director I Northup reviewed the ordinance for street cuts and excavations as discussed at the previous Council meeting. Council member Bender moved, seconded by Council member Landgrebe, to approve the first reading of ordinances amending Title VI . Physical Environment . Chapter 6 . Street Cuts and Excavations. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

The City Clerk was instructed to put the second reading on the next agenda and to waive the third reading.

Council member Bender stated the Street and Sanitation Committee discussed increasing the sanitation rates by three percent (3%). This year the auditor asked that we change the City's ordinances to reflect what the rates are for each year and not just a three percent (3%) increase.

**Water and Wastewater:** Mayor Glandon reviewed the contract with Area 15 Regional Planning Commission for Community Development Block Grant (CDBG) administration assistance. Council member McLaughlin moved, seconded by Council member Conrad, to approve the contract with Area 15 Regional Planning Commission for Community Development Block Grant (CDBG) administration assistance. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

The Water Committee has not met but will be discussing the rates and changes to the ordinance.

The sewer rates were discussed to include a three percent (3%) increase.

**Public Safety:** Council member Landgrebe reviewed the changes the Public Safety Committee are recommending for the age to drive a golf cart as outlined in the ordinance. The Committee discussed the different licenses/permits available including a school permit and agreed to recommending the ordinance to be changed to 16 years of age possessing a valid operator's license and not allowing a school permit. Council member Landgrebe moved, seconded by Council member Conrad, to approve the first reading of ordinance amending Title III . Community Protection, Chapter 14 . Golf Carts. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

The City Clerk was instructed to put the second reading on the next agenda and to waive the third reading.

Police Chief Kephart stated MACH was recently installed on the in-car computer. This software has features that allow officers access to information, but there is a cost associated with this through the State of Iowa. The cost depends on the number of requests per month. Police Chief Kephart does not see the Sigourney Police Department exceeding 10,000 requests per month. Council member Landgrebe moved, seconded by Council member Morlan, to approve the Iowa Department of Public Safety IOWA System Billing Policy for monthly fees for the use of the MACH software. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

Police Chief Kephart stated that to use the MACH software a disciplinary policy must be in place should an officer abuse the system. Some of the disciplinary actions would not apply to the Sigourney Police Department as they would not have access to the information. Council member Conrad moved, seconded by Council member McLaughlin, to approve the Disciplinary Policy for the Iowa Department of Public Safety IOWA System Violators. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

Police Chief Kephart talked about the sTEP grant that the Police Department applies for each year. The grant is for either equipment or overtime. This year the Police Department would like to ask for overtime. Council member Conrad moved, seconded by Council member Landgrebe, to approve submitting a sTEP application through the Governor's Traffic Safety Bureau / Iowa Department of Public Safety. Upon the roll being called, the following votes Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

**Finance:** Council member Conrad moved, seconded by Council member McLaughlin to approve the following Community Betterment requests: \$1,000.00 for Library collection enhancement and \$250.00 to purchase materials to paint the Library parking lot. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

Public Works Director I Northup stated that there is an easement from West Jackson Street for a 30-foot wide strip to the back of Donna Decker's property to get to the City's water tower. Trees are overgrown with some being in the easement and some on the border. As the Council has discussed the water main project, the water line would be redone and put into this easement area. Currently the City has an easement next to Mrs. Decker's house for the water line. Mrs. Decker offered to sell the property to the City for \$2,000.00 and in return the City will remove the trees and bushes that are overgrown and pay all legal expenses. The City will have approximately \$5,000.00 invested in this project. Once the new line is connected, the current water line will be abandoned. The City will be using this property for permanent access to the water tower and would be able to allow others with items on the water tower access. Council member Conrad moved, seconded by Council member Bender, to accept the offer from Donna Decker and purchase the thirty feet on the east side of her property to have access to the water tower. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

**City Clerk:** Council member Landgrebe moved, seconded by Council member Conrad, to set the date and time as Wednesday, May 15, 2019 at 6:00 p.m. for a public hearing regarding the city budget amendment for fiscal year 2019.

Upon the roll being called, the following voted Ayes: Landgrebe, Bender, Conrad, McLaughlin and Morlan. Nays: None. Motion approved.

The May 1, 2019 regular Council meeting will be held at City Hall at 6:00 p.m.

**Public Input:** Council member McLaughlin stated that the Park and Recreation Committee received a grant from the endowment for \$17,963.00 for the balance of the slide at the swimming pool.

Council member Morlan stated that he has been asked several times about the compost site and when the new lagoons will be built. Public Works Director I Northup responded that he is anticipating the bids for the new lagoons to go out in two to three months. There might be some work started in the fall, but he is anticipating the compost to be opened all summer and into fall. The compost will not be open during construction. Once the work to the lagoons is completed the compost will be opened back up in approximately the same area.

Mayor Glandon talked about the abuse at the recycling bins. There is trash and glass in the bins. There are items being left that can't be recycled. The cardboard boxes are not being flattened as requested. There will be steps put up on the platform to help citizens use the bins and an extra cardboard container has been added.

The meeting was adjourned by acclamation at 6:52 p.m.

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Douglas L. Glandon, Mayor

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