

**CITY OF SIGOURNEY, IOWA  
MINUTES OF REGULAR CITY COUNCIL MEETING OF  
WEDNESDAY, DECEMBER 5, 2012**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, December 5, 2012 with Mayor Miletich presiding and the following Council members answering roll call: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Others present were: Nick Ryan; Tim Schneider; Deb Schultz; Rhonda Hoffman; Larry Alderson; Don Northup, Water / Wastewater / Pool Supervisor; Brent Gilliland, City Services Director and Building Inspector; Allan Glandon, Police Chief; and Angie Alderson, City Clerk.

Mayor Miletich called the meeting to order at 6:30 p.m. Council member Johnson moved, seconded by Council member Conrad, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the following items on the consent agenda: minutes from the November 21, 2012 regular Council meeting; accounts payable claims totaling \$8,590.58; Memorial Hall Commission accounts payable claims totaling \$217.39; City Clerk and City Treasurer October 2012 financial reports; payroll expenses, other miscellaneous expenses, ACH and monthly transfers for October 2012; and liquor license application for Nick's Place at 101 West Marion for Catering Privilege, Class C Liquor License (LC) (Commercial), Living Quarters, Outdoor Service and Sunday Sales. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

**Other City Business:** Rhonda Hoffman with the Design House was present to introduce a new magazine "Neighbors" she and her husband are starting. This will be a free magazine distributed county wide on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month. The magazine will consist of 50% ads and 50% articles and will be full color. They are looking for local interest articles and are hoping to pull the county as a whole together. This is not meant to be a newspaper; they are not looking to report the local news. They are looking to spotlight businesses and people; history within the county, etc.

**Park and Recreation:** Don Northup, Pool Supervisor, reported that Northway has a pump from the pool they are fixing. The last item Don is looking at is the filter, which is 22 years old. The filter is from General Filter and can be repaired. It needs new media and there are several things that need to be fixed. A new filter to replace the one currently being used would cost \$118,000.00. ACCO says they can put one in for \$33,000.00 that is 1/3 the size of the current filter.

Council member McLaughlin moved, seconded by Council member Schultz, to approve the advertising and/or posting for the pool manager and assistant pool manager positions for the summer of 2013. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

**Street and Sanitation:** Brent Gilliland, City Services Director, stated that the snow plows and equipment have been checked and are all working to date.

**Water and Wastewater:** Don Northup, Water and Wastewater Supervisor, stated that there are three (3) pickups in the street and sanitation department that need to be replaced. The water / wastewater department has a 2010 pickup with a utility box. He would like to purchase a new truck with an extended cab or crew cab and a utility box for the water / wastewater department. The 2010 pickup could then replace the oldest truck in the street and sanitation department. He would like to be able to help replace the other pickups in future years. The trucks in the street and sanitation department are also used in the water and wastewater department to check lift stations, etc. The Council was okay with Don starting to get quotes for a new pickup.

**Public Safety:** Police Chief Glandon stated he had received five (5) applications and interviewed three (3) of the applicants and recommended hiring Mallery Snakenberg for the Police Administrative Assistant position. Council member Schultz moved, seconded by Council member Conrad to hire Mallery Snakenberg as the part-time Police Administrative Assistant at 20 hours per week with a starting wage of \$10.00 per hour and after a successful 60 day probationary period the wage would increase to \$10.50 per hour. Mallery will retain her half-time benefit status and there would be a transition period with the City Clerk's Office through January 18, 2013. If Mallery accepts the position and after she has turned in her resignation to the City Clerk, the City Clerk may advertise the Office Assistant position that will then be open. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

Council member Ballensky moved, seconded by Council member McLaughlin, to approve Douglas A. Glandon's second 90 day probationary period as successful with a wage increase to \$12.00 per hour and the 3% fiscal year wage increase starting December 10, 2012. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

**Finance:** The Finance Committee worked on the budget at their last meeting. They met with the department heads and reviewed the expenditure requests for fiscal year 2014.

Council member Ballensky moved, seconded by Council member Johnson, to approve the following Community Betterment Project: \$250.00 for City advertising in a Central Iowa tourism magazine. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion failed.

The Council members discussed decreasing the Council and Mayor compensation starting January 1, 2014. Council member Schultz felt this was a fixed compensation and does not receive annual increases and reducing this compensation would not make more than a token difference to the budget. The biggest concern was the Mayor's compensation being reduced taking into consideration all the Mayor's responsibilities. In comparison to other cities with about the same population, Sigourney is in the middle for Mayor and Council compensation. Council member Johnson stated that the Finance Committee members had discussed this and felt that with all the other reductions to the General Fund that the Council should consider a similar cut. Council member Schultz feels this is such a small amount and it will send the wrong message to the public, especially with the all the work the Mayor does. This item will be put back on the agenda at a later meeting for discussion when all the Council is present.

Clerk Alderson explained the City Treasurer position and responsibilities to the Council. In order to eliminate this position the City's Code of Ordinances and job descriptions for the City Clerk and Deputy City Clerk will need to be updated and approved. The Council discussed the responsibilities being absorbed into the City Clerk's office. Council member Johnson moved, seconded by Council member Ballensky, to approve elimination of the City Treasurer position once the December 2012 finances are balanced. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Ballensky, Johnson and Conrad. Nays: None. Motion approved.

The Council discussed the ordinance regarding the duties of the City Clerk and the Treasurer. Clerk Alderson is hoping to just add the Treasurer's duties to the Clerk's duties and not have to rewrite the entire Clerk's section in the ordinance. The Clerk will check into how much of this needs to be rewritten and present this at the next meeting for a first reading.

**City Clerk:** The December 19, 2012 regular Council meeting will be held at City Hall at 6:00 p.m.

**Public Input:** The Mayor would like to start working on the committees for next year and she asked that everyone let her know what committees they would like to be on.

The meeting was adjourned by acclamation at 7:24 p.m.

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Patricia Miletich, Mayor, City of Sigourney

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