

**CITY OF SIGOURNEY, IOWA  
MINUTES OF REGULAR CITY COUNCIL MEETING OF  
THURSDAY, JULY 5, 2018**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Thursday, July 5, 2018 with Mayor Glandon presiding and the following Council members answering roll call: Conrad, Schultz, Morlan, Landgrebe and Bender. Others present were: Amber Kephart, Sigourney Area Development Corp. Director and RAGBRAI Executive Board; Don Northup, Director of Public Works I; Allan Glandon, 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 Conrad, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Schultz to approve the following items on the consent agenda: minutes from the June 20, 2018 regular Council meeting; accounts payable claims totaling \$82,905.79; accounts payable claims for June 30<sup>th</sup> totaling \$7,850.04; liquor license application for Goldman Enterprises, LLC (DBA: Copper Lantern) at 101 North Jefferson Street, Sigourney, Iowa for Class C Liquor License (LC) (Commercial) and Outdoor Service; and the credit card report. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

**Other City Business:** Amber Kephart, RAGBRAI Executive Board, stated that things are coming along fine. There will be people housed outside City limits. There is a real struggle to get volunteers. Some groups have secured housing and then find what they think is a better place and switch, which causes problems. The portable toilets map will be completed soon. John Wehr is allowing the RAGBRAI Committee to use his lot south of Memorial Hall to place portable toilets.

Amber Kephart, Sigourney Area Development Corp. (SADC) Director, is requesting the black trash cans the City currently owns (that were placed around the square) be given to SADC. The SADC Board has approved to purchase smaller tops for them to try to avoid the issues the City has had in the past. There are businesses around the square that have committed to care for these trash cans including emptying them out weekly. The City had them removed as too many people were using them to dump their garbage containers. Council member Landgrebe stated they are definitely needed. Ms. Kephart is asking that the City give the trash containers to SADC to put out permanently. If they run into the same issues and pull them they will bring them back. Council member Schultz moved, seconded by Council member Bender to give the trash containers around square to Sigourney Area Development Corporation and they will be responsible for them. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

Police Chief Glandon stated at a previous Council meeting the Council had authorized hiring police officers for RAGBRAI and a contract. There are three officers from the Washington Police Department whose Chief reviewed the contract as well as their attorney. They have concerns whether by signing that their officers would not be properly insured if they got hurt. Their Chief said he did not have a problem with them working here. He would like for them to wear their own Washington uniform and he feels that by not signing the contract they would have coverage by Washington as well as if there was any through Sigourney. Their Chief is also okay if the officers decide to sign the contract on their own. Police Chief Glandon stated that if these three officers could work and if all those that have said they would come return their paperwork follow through the positions will be filled. Washington has the same insurance and work comp as the City of Sigourney. Our insurance agent stated that he did not have concerns as the insurance companies are the same. Mayor Glandon stated that he had two (2) concerns. One being that if there is an exception for these three officers, it should be generic for all officers and that if there is a claim against work comp it could influence our modifier the following year. Council member Schultz stated that we had a contract to take the responsibility off the City. Washington's concerns are his officers being covered if they get hurt. Council member Conrad stated that was our purpose of having officers sign a contract is to limit our liability. The liability for taxes, benefits and liability. Police Chief Glandon thought our contract stated it limits our liability if an officer does something wrong/improper. Council member Schultz felt we should follow the same

guideline for everyone. Assistant Police Chief Kephart stated that we are three (3) weeks away from RAGBRAI and they have exhausted their resources to recruit outside officers and if they are short three (3) officers that will mean something may not get covered adequately. There have been 28 officers respond and 11 need to return their contracts. Council member Conrad asked who would be reimbursed, the officers or the City of Washington. If the City of Washington is paid, then the officers could remain under their umbrella. Police Chief Glandon stated he felt Washington would do it either way, but there should probably be an agreement between the cities and there is not time for that. Council member Conrad asked about the pay if these officers did not sign the contract and what is the counter offer. The Council discussed this further and felt they do not want to make an exception.

City Clerk Alderson stated the liability insurance will cost approximately \$33,000.00. This is slightly higher than last year. This will include some extra expenses due to RAGBRAI. The buildings were all evaluated this spring as well. Council member Landgrebe moved, seconded by Council member Morlan, to approve renewal of the City's property, liability, workers compensation and boiler insurance policies and the related annual premium(s). Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

Mayor Glandon informed the Council the properties located at 321 South East Street and 214 West South Street belong to the City. The Council will need to decide how they want to dispose of these properties. In the past sealed bids have been taken. There is a process that declares we have no need, etc. There are other options such as an auction, etc. City Clerk Alderson will put together the current costs on the property and what has been done in the past. This will be put on the July 18<sup>th</sup> Council meeting.

**Street and Sanitation:** Mayor Glandon started the discussion regarding the light pole base under the canopy at the Antique Mall (former True Value) building. Director of Public Works I Northup stated the base is rusted and can be picked up as it is not attached to anything. The options to fix are: tear it out; wire it and put in the new base which is smaller; or remove the base, tear the concrete out, wire it direct and pave over the whole thing. The same amount of money will be spent. Northup has talked with the owner of the building and he has no intentions of tearing the canopy down. He is wanting to do some work to the front of the store including the canopy. Northup ran through the options and problems encountered. Council member Landgrebe moved, seconded by Council member Bender, to remove the light pole base at 105 East Marion Street and not put in a new base, but leave the wire there for future expansion. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

**Finance:** City Clerk Alderson stated there was interest rolled into a CD and it was not accounted for in the April financials, so this needs to be corrected. Council member Conrad moved, seconded by Council member Landgrebe, to approve the corrected April 2018 City Clerk financials which shows the interest earned by the Library. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

City Clerk Alderson stated there was an outstanding deposit at the end of May but the amount for an outstanding withdrawal was put in the Warrants Outstanding column of the financial spreadsheet instead and this needs to be corrected. Council member Conrad moved, seconded by Council member Bender, to approve the corrected May 2018 City Clerk financials to show the item that was not outstanding. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

City Clerk Alderson reviewed the finances to pay for the new meters and software. There is \$60,000.00 in the replacement fund for meter replacement. The rest of the money would be borrowed from the Water Improvement Fund, which has a balance of \$400,000.00. Hopefully the total borrowed from the Water Improvement Fund will not exceed \$300,000.00. The resolution also addresses how this money would be paid back from the Water Fund to the Water Improvement Fund monthly. Council member Landgrebe moved, seconded by Council member Schultz to approve Resolution No. 2018-07-01 re: Interfund Operating

Transfers from Water Improvement Fund 603 to Water Fund 600. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Landgrebe to approve the following community betterment projects: \$8,620.00 to fix street blow ups at Clark Street and South West Street due to heat. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

**Human Resources:** Mayor Glandon explained the starting wage numbers on the wage caps did not change. The capped wage number was increased by 1%. The cost of living adjustment (COLA) for 2018 was 2%. Council member Schultz moved, seconded by Council member Morlan to approve Resolution No. 2018-07-02 re: Employee Position Wage Caps. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

Mayor Glandon introduced the resolution for employee wages and explained that Police Officer Richard Fortney's increase would not start until his probationary period is approved. Council member Conrad stated that the probationary rate will reflect an increase over the original rate. Pay increases ranged from 1.5% to 2.5% except for Ashley Fry. Ashley has done more than what has been expected of her. Council member Bender moved, seconded by Council member Landgrebe to approve Resolution No. 2018-07-03 re: Adopting Employee Wages Beginning July 1, 2018 for Fiscal Year 2019. Upon the roll being called, the following vote Ayes: Conrad, Schultz, Morlan, Landgrebe and Bender. Nays: None. Motion approved.

**City Clerk:** The July 18, 2018 regular Council meeting will be held at City Hall at 6:00 p.m.

**Public Input:** Council member Bender stated Sherry Linder asked how she would go about getting a handicapped sign in front of her business. There is a handicapped wheelchair painted in a parking space, but there is no signage. The sizing and slope of the space must be taken into consideration. The wheelchair was painted years ago and has faded, but without signage anyone can park there. The City would need to see if the space meets the state regulations and then the Council could authorize this if they chose to.

The meeting was adjourned by acclamation at 6:54 p.m.

---

Douglas L. Glandon, Mayor

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