

**CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, MARCH 18, 2020**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, March 18, 2020 with Mayor Glandon presiding and the following Council members answering roll call: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Others present were: Larry Alderson; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; Derek Albert, Police Officer; and Angie Alderson, City Clerk. *(Larry Alderson and Police Officer Albert did not attend the meeting but were in the building.)*

Due to the restriction of the number of people at a public gathering, Police Officer Albert 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 Morlan, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the following items on the consent agenda: Council accounts payable claims in the amount of \$18,415.70; Library accounts payable claims in the amount of \$5,892.65; City Clerk's financial reports for February 2020; payroll expenses, miscellaneous expenses, ACH and monthly transfers for February 2020; and the credit card report. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the remaining item on the consent agenda: Minutes of regular Council meeting of March 4, 2020. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Abstain: Bender. Motion approved. *(Council member Bender abstained as he was unable to attend the March 4, 2020 regular Council meeting due to illness.)*

Additional City Business: Council member Bender moved, seconded by Council member Morlan, to leave the west half of the east-west alley east of North Warren Street between East Jackson Street (Highway 92) and Ringgold Street open. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works II Gilliland explained a GPS receiver would be an accessory Public Works would use to mark curb stops, valves, etc.; mark these on a map; and make or add to a layer for the GIS we purchased from Beacon Schneider. This survey equipment was recommended for accuracy, but not what an engineer would use. Council member Schultz moved, seconded by Council member Morlan, to approve the purchase of a GPS receiver. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works II Gilliland explained they would like to purchase an IPAD through Verizon. The IPAD shows you the map of what you are doing, the GPS receiver is used to transfer the information and then it will be uploaded to the GIS. A stick, case, etc. will be ordered as well. There will be a monthly fee of \$39.99 each month for these services provided through Verizon. Council member Schultz moved, seconded by Council member Conrad, to approve the purchase of an IPAD and accessories for GIS usage. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

There was no SADC report. *Dustin MacDonald, Sigourney Area Development Corporation (SADC) Representative did come to the meeting, but did not have anything to report for SADC so he decided not to stay to help the Council abide by the only ten people at a public gathering).*

Park and Recreation: Mayor Glandon reminded the Council that Jared Molyneux and Adam Clark (Sigourney Ball, Inc.) were present at the March 4th Council meeting. They would like to add a ramp from the parking lot to the lower ball field and concrete stairs from the lower ball field to the upper ball field. This would include handrails. Sigourney Ball, Inc. would like to start fundraising and applying for grants if the Council approves the plans. Mayor Glandon thought the Council might consider using some Local Options Sales and Services Fund to help with the project. Council member Conrad moved, seconded by Council member McLaughlin, to approve Sigourney Ball, Inc. to proceed with updates at the Legion Park baseball/softball fields as presented at the last Council meeting. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

City Clerk Alderson stated Brooke Waechter was hired to be an assistant manager and lifeguard but will be unable to work but one or two days a week and will only be a lifeguard. Jenny Bell agreed to be an assistant manager. Spencer Magill and Brookelyn Hemsley would both liked to be considered as lifeguards. The City Clerk posted a ten-day notice for these positions. Council member McLaughlin moved, seconded by Council member Conrad, to approve Resolution No. 2020-03-05 re: hiring pool personnel for the 2020 pool season. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

City Clerk Alderson stated there is a special price for a color ad through the Sigourney News Review at \$82.00. The Council discussed whether passes would be refundable, and this has happened in the past. The City Clerk stated she would put the ad on the City's facebook page and web site and state that if the pool does not open the passes would be refundable. Council member McLaughlin moved, seconded by Council member Bender, to approve a display ad for pool pass discount in the Sigourney News Review. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Mayor Glandon stated Alan Sellers met with the soccer coaches on Sunday, March 15th and asked if the Council would consider postponing the games until later. This is not necessary now considering the new requirements from the Governor's office. There is still enough time for all but one game to be played. Council member Conrad moved, seconded by Council member Morlan, to postpone soccer until further notice. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Street and Sanitation: Mayor Glandon stated in the past we have taken bids for mowing City properties but do not have to do this each year if we are happy with the current contract. The City Clerk stated that if someone inquires, she brings this to the Council. Council member Bender moved, seconded by Council member Schroeder, to not go out for mowing bids this season, but will next year and ask for a two-year contract. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works I Northup stated that we had a normal winter and lost some streets and intersections. These have been prioritized for repairs. There is one intersection at South and Crocker Streets that needs to be fixed right away as there is a void under one of the approaches. There are several other spots that will need to be fixed and these were split between Renner Construction and m4i Concrete. They were each asked for a proposal on these projects. The total for street projects is approximately \$46,000.00. City Clerk Alderson stated there is approximately \$20,000.00 left in the Road Use Fund budget, \$70,000.00 in this year's budget for Local Options Sales and Services Tax Fund; and \$100,000.00 in the franchise fee line account. Alderson stated there is a little over \$7,000.00 in the Street Improvement Fund that needs to be spent. The Council discussed the proposal from LL Pelling for seal coat projects. There is an additional expense to seal coat the Cemetery Road as it is in dire need of repair. Finance will meet to discuss how these will be paid. Council member Conrad moved, seconded by Council member Schultz, to approve the proposals for street projects/patches and financing for Renner Construction and m4i Concrete. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

The prices for LL Pelling are increased a fraction, but reasonable. Council member Schultz moved, seconded by Council member Morlan, to approve LL Pelling Co. proposal for street projects and financing. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works I Northup explained all the work that is done in the City's rights-of-way. Once the work is done, the City has no way to track. If there is a problem down the road there is no one to contact. Adding an Ordinance and an application would give the City the information they need to know what is done and who to contact for problems. Once the Ordinance has been written, the City Attorney will be asked to review.

Public Safety: Council member Schultz moved, seconded by Council member Conrad, to postpone rental inspections until further notice and authorize the Mayor and Rental Inspector to consider exceptions. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

City Clerk Alderson stated the Police Department is considering asking for a sSTEP grant as they do each year. If this is awarded the Council would have an opportunity to review this in the fall. Council member Bender moved, seconded by Council member Schröder, to approve the Police Department to submit a sSTEP application through the Governor's Traffic Safety Bureau / Iowa Department of Public Safety. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works I Northup stated there are three trees in the City parking lot. One is dead and one is dying. Northup stated these must be plowed around and they drop something that stains everything. No one will park under them. He would like to remove these trees, have the stump ground and replace the sidewalk. Council member Conrad moved, seconded by Council member McLaughlin, to approve the removal trees in the City parking lot. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Finance: City Clerk Alderson stated the possibility of accepting credit cards at the City Clerk's office was discussed at the March 4th meeting. There would be no costs to the City as all fees will be paid by the card user. There are other options, but some of those would not work well for our City. To answer the question asked at the previous Council meeting Alderson did check with GovPayNet and they will not take money back from a City for a fraudulent payment but will ask for the City's help to try to recoup their funds. Mayor Glandon stated that the cardholder is aware of the extra fee before they approve paying. Council member Conrad moved, seconded by Council member Morlan, to approve the Merchant Agreement with AllPaid, Inc. dba GovPayNet and authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Human Resources: Mayor Glandon has reviewed the Mayor's responsibilities, but with the mandates and recommendations coming out some things need to be acted upon quickly. Mayor Glandon stated that he would work with the department heads to make any necessary decisions. He would like to close the office starting tomorrow. Council member Conrad moved, seconded by Council member McLaughlin, to approve the Mayor to make decisions regarding City Department's closing and operations. Upon the roll being called, the following voted Ayes: Bender, Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Mayor Glandon stated the employees would still be working. He would like to limit access within the building for meetings, etc. to the Mayor's office.

A Human Resources Committee meeting was set for Wednesday, March 25th at 7:00 a.m.

City Clerk: The April 1, 2020 Council meeting will be held at 6:00 p.m. at City Hall.

Public Input: Director of Public Works I Northup stated the landfill is closed to residential at noon today. They are considering shorter hours for commercial. There will not be any contact. Tickets will be e-mailed to the office.

Director of Public Works I Northup stated he talked with ACCO that supply our pool chemicals and they feel the Department of Public Health will probably have the say on pools. The City starts to work on cleaning the pool in the middle of April and it will need to be filled at the end of April so chemicals can be added and sit for a month before it is open to the public.

Council member Schröder asked about putting up a glass window with a sliding door in the front. This has been discussed in the past.

Council member Schultz mentioned that the intersections on Highway 92 at the What Cheer and Delta turn offs are scheduled to be worked on in 2022.

Council member McLaughlin stated the grant she applied to for benches at Legion Park has been granted, so the benches can be ordered.

The meeting was adjourned by acclamation at 6:57 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk