

# CITY OF SIGOURNEY, IOWA

## MINUTES OF REGULAR CITY COUNCIL MEETING OF WEDNESDAY, MARCH 20, 2019

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, March 20, 2019 with Mayor Glandon presiding and the following Council members answering roll call: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Others present were Dan Appleget; Holly Berg, Area 15 Regional Planning Commission; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; and Angie Alderson, City Clerk.

The meeting was called to order at 6:00 p.m. Council member Morlan moved, seconded by Council member McLaughlin, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz 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 March 6, 2019; Council accounts payable claims in the amount of \$30,543.50; Library accounts payable claims in the amount of \$6,264.28; City Clerk's January 2019 financial reports; payroll expenses, miscellaneous expenses, ACH and monthly transfers for January 2019; Proclamation of Sexual Assault Awareness Month; and the credit card report. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

**Public Hearing:** Council member Morlan moved, seconded by Council member Bender, to open the public hearing for proposed activities relevant to application for Community Development Block Grant (CDBG) funds. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved and the public hearing was opened at 6:01 p.m.

Holly Berg, with Area 15 Regional Planning Commission, stated we are getting ready for the water systems improvement grant application for the Community Development Block Grant. Ms. Berg presented the following information to fulfill the requirements of holding a public hearing:

1. How the need for the activities was identified. The City of Sigourney has continued to address water main breaks and leaks across the aging system. The City contracted with French-Reneker-Associates to conduct a preliminary engineering report to identify and prioritize improvements to the water system to address continued breaks and water loss.  
The preliminary engineering report, completed in November 2018, identified and ranked 7 priorities for water main replacement based on age mains/number of breaks, type of material, and environmental risks. This project is to conduct the Priority 1 improvements.
2. How the proposed activities will be funded and the sources of funds. The total cost of the project is estimated at \$976,000. Funding for the project will include a proposed \$500,000 from the Iowa Community Development Block Grant Program. The local portion of the project is anticipated to be \$476,000, with an additional \$95,000 for engineering and construction observation and will be paid through SRF loans.
3. Date the CDBG application will be submitted. On or before 31 March 2019.
4. Estimated portion of federal funds that will benefit low- and moderate-income persons. 51.38% based on an income survey completed in April 2016.
5. Nature and location of the proposed activities will be conducted. The project will address water loss, main breaks, and health risks associated with portions of the water system in the City of Sigourney. This include the replacement of approximately 6,600 feet of 6-inch, 8-inch, 10-inch, and 12-inch cast iron and asbestos cement watermain with 4-inch, 6-inch, 8-inch, 10-inch, and 12-inch PVC and DIP along Main Street/Hwy 149 and the main which feeds the City's elevated storage tank.
6. Plans to minimize displacement of persons and businesses resulting of funded activities. No persons or businesses will be displaced as a part of this project. The city will follow its residential anti-displacement and residential relocation plan if necessary.
7. Estimated impact on user rates: If funded, the average residential water bill would be \$47.77 with its standard 3% yearly increase. If the project is not funded, the improvements would still need to be carried out, and could raise the average residential bill by an additional estimated \$4.09 per month.

Mayor Glandon asked the Council and public if they had any questions or comments. He then asked the City Clerk if there had been written or oral comments. Clerk Alderson stated she had not received any.

Council member Landgrebe moved, seconded by Council member McLaughlin, to close the public hearing for proposed activities relevant to application for Community Development Block Grant (CDBG) funds. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved and the public hearing was opened at 6:05 p.m.

Council member Schultz moved, seconded by Council member Bender, to approve the submission of a CDBG application for the proposed improvements to the water system. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Ms. Berg stated that this grant application will be mailed by March 31<sup>st</sup>.

**Other City Business:** Dan Appleget stated that he had talked with the City's insurance adjuster regarding the damage to his vehicle. He felt the adjuster had been misled as he was told the City did not have time or resources to do potholes. Mr. Appleget had talked with Bill (*Tremmel*) and was told the concrete collapsed and fell in. When Mr. Tremmel pulled this out it broke a tooth on his bucket . that is not a pothole it is a road collapse. Mr. Appleget stated that at the last meeting it was stated that the road was fixed the next day and a crew was on site within an hour to an hour and a half the same day. He felt had it been left open it would have been full of people. It is now completely patched from shoulder to center line. He feels this section has problems as there are three patches there now that go from centerline to curb. Mr. Appleget stated that right now he has a bill at the body shop for \$2,700.00. His car had come out of the body shop the night before from a dog not on a leash that ran into their car. He was thankful that the Police Department had seen it. Then 16 hours later the road collapses and he doesn't feel it should be their problem that the road collapses. Council member Landgrebe stated he did not believe there was negligence. Director of Public Works Northup stated Public Works knew there was a crack last fall. It was filled with asphalt. The employees drive that road a minimum of two times a week. No one has ever come to the public works department and stated there was an issue. Northup feels that something happened that day or they would have hit it or been told about it. Mr. Appleget agrees that it had just happened as Mrs. Appleget had gone to Keswick the night before around 8:00 and there was not a problem. It was agreed that something happened that morning before Mrs. Appleget drove on the road. Director of Public Works II Gilliland stated that it was clear full of asphalt. Director of Public Works I Northup stated it did appear in late fall and was filled, then winter hit, and they did not have time to fix it. After it had been hit, Bill Tremmel was called, and he fixed it. A week to a week and a half later it was patched as the weather broke. There has been 12 ton of asphalt put into pot holes this week as well. Director of Public Works I Northup stated that he doesn't believe it was negligence but bad circumstances. Mr. Appleget questioned whether the adjuster had been told everything as that was not a pot hole and feels she was misled. Director of Public Works I Northup stated he had been the one to talk to the adjuster and he told her what had happened whether you look at it as a pothole or a hole it is a bad spot in the road. You can say pot hole, crack in the concrete or sinkhole . it is a hole in the road and no different than if the road blows up and you hit it. He told the adjuster that they do what they can and fill what they can but can't do anything until the weather breaks. The Public Works Department can not fill every pot hole in Sigourney, Iowa and keep their eyes open for all of them . it is impossible. They do not know where they all are and how quickly they come. Council member Morlan stated that he replaced tires on his vehicle when he lived in Nebraska and never felt it was the City's responsibility. Mr. Appleget stated that the City of Council Bluffs has paid out over \$27,000.00 in damages this year. Council member McLaughlin did not feel our tax payers should be responsible for that. Council member Schultz stated that this was not a road the City of Sigourney wanted to go down. Mr. Appleget stated that the road is now fixed, but there was never any signage put up and we knew we had a problem last fall. Council member McLaughlin stated there were pot holes everywhere and we could not put up signage everywhere. Mr. Appleget contends it is a concrete road and can't be fixed with asphalt. Director of Public Works II Gilliland stated when asphalt gets wet it goes away, which is what happened, you can't put cold mix in a hole full of water. Mr. Appleget stated the road should have been fixed as it is concrete not asphalt. Council member Morlan asked if it was turned into his insurance. Mr. Appleget stated that you have to have insurance, but if you use it you get cancelled.

Council member Schultz moved to fix it. The motion died for the lack of a second. Council member Landgrebe stated that the Council is consistent with other things they do. Council member Landgrebe moved, seconded by Council member McLaughlin to not pay for the vehicle repairs for Dan and Beckie Appleget. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Mayor Glandon explained a notification from the Iowa Department of Transportation (IDOT). This is improving three storm sewer intakes on West Jackson Street. There are lights up and this project could last up to a month.

City Clerk Alderson explained the federal government has a System for Award Management (SAM) which must be updated each year. If the City does not comply, they would not be eligible to receive federal grants such as the \$500,000.00 just awarded for the sewer project. The designated letter is a new part of the process and should be good unless we change the entity administrator. Council member Bender moved, seconded by Council member Landgrebe, to approve a notarized letter designating City Clerk Angie Alderson as the entity administrator for the U.S. Government's System for Award Management (SAM). Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Mayor Glandon stated the Finance Committee has discussed the purchase of new computers for City Hall, the Police Department and Water Department and were good with purchasing these instead of leasing. This would include 10 computers. Staff has worked to eliminate two computers to help lower the costs. The Mayor and Public Works Department will share one computer and the City Clerk and Rental Inspector will share the laptop. As Microsoft will no longer be supporting Windows 7 as of January 2020, we felt this would be a good time to update. Future budgets will include money to be set aside each year for computers as they need replaced. These computers will be paid partially through Local Options Sales Tax and department budgets. There will also be some separate work done in the vault to clean up the wiring by Atwood Electric. This will cost anywhere from \$2,000.00 to \$5,000.00 to complete depending on how long it takes. Access Systems and Atwood Electric are working together to get this fixed. Council member Schultz moved, seconded by Council Morlan, to purchase computers for City Hall, the Police Department and Water Department. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Mayor Glandon stated we are looking at leasing the new server instead of outright purchasing. This new server will be used by the City Clerk's office as well as the Police Department, Water Department and Sewer Department. There will be a firewall purchased for the Water Department to have access to the server as well. The firewall purchase was part of the computer packages. When the sewer work is all done, that computer will also be added to this server as well. The monthly cost for the IT Care will increase to add all the new computers. There are other features as well such as additional security and off-site backup of all our files. We are currently paying for our files to be updated as they change. The new backup will capture everything every day. As IT Care is being added for all the computers (not just the City Clerk's office) the price will increase, but there will be items that will be eliminated from the budgets as well. The cost will be approximately \$20,000.00 annually to cover the lease and IT Care, but everything should be backed up and monitored daily. Council member Schultz moved, seconded by Council member Landgrebe, to approve the server lease. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

City Clerk Alderson stated that County Bank will be charging new fees for their ACH services. There will be an annual fee of \$25.00 to use this service. Each time we use this service there will be a \$5.00 batch fee. For the City this would be to pull out the utility billing amounts to pay on individual bills. The agreement needs to be signed and returned. If the City chooses not to use these services, the fees will not be charged. MidWestOne Bank is currently not charging any fees. Council member Landgrebe moved, seconded by Council member Morlan, to approve the ODFI/Originator Agreement with County Bank. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

**Street and Sanitation:** Council member Bender stated the Street and Sanitation Committee discussed borrowing money for several street projects and looked at streets that will need attention within the next ten years. The Committee members also discussed the request to close a platted street that was not developed and an east-west alley running between South Main Street and Stuart Street. The Committee members were open to discussing the closure of the platted street, but they are not in favor of closing the alley. The Committee members talked about parking on the streets blocking mail boxes and hindering snow removal.

**Water and Wastewater:** Public Works Director I Northup reviewed the 2018 water quality report and answered questions. Council member Landgrebe moved, seconded by Council member McLaughlin, to approve the 2018 Water Quality Report. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Mayor Glandon review the contract from the Iowa Economic Development Authority for the \$500,000.00 Community Development Block Grant. The Council would be agreeing to all the stipulations. Council member McLaughlin moved, seconded by Council member Schultz, to approve the Iowa Economic Development Authority (IEDA) Community Development Block Grant (CDBG) Program Contract (Number: 19-WS-009) in the amount of \$500,000.00 for a CDBG Water/Sewer project. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

**Finance:** Council member Landgrebe moved, seconded by Council member McLaughlin to approve the Community Betterment request for \$6,500.00 to install two existing doors with fiberglass doors at the swimming pool. Upon the roll being called, the following voted Ayes: Landgrebe, Bender, McLaughlin, Schultz and Morlan. Nays: None. Motion approved.

Council member Morlan asked about the request to support the Senior Center. The Senior Center is a nonprofit and there are rules the City should be following involving economic development. There are also other nonprofit organizations that would like to have help as well. There have been some events the City can no longer donate to.

Mayor Glandon discussed the City using GIS and would work with the County. This would allow all the information on paper to be stored and accessible in one location. These maps would not be available to the public but would be an invaluable tool to City employees. Public Works Director Northup talked about the benefits for his department and that he has looked at other systems.

**City Clerk:** The April 3, 2019 regular Council meeting will be held at City Hall at 6:00 p.m.

**Public Input:** Council member McLaughlin asked about the compost being opened on April 1<sup>st</sup>. It should be weather permitting.

Council member Morlan asked about easier access to the recycling trailer. The Public Works Department is looking at possibly getting an additional set of bins to set on the ground or maybe another set of bins and trailer. There are concerns that recycling will not be around in five years or so.

Mayor Glandon stated that Randy Stonebraker informed him that the City guys and ladies in the office have been very helpful and good to work with.

The meeting was adjourned by acclamation at 6:55 p.m.

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Douglas L. Glandon, Mayor

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