

**CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, MARCH 4, 2020**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, March 4, 2020 with Mayor Glandon presiding and the following Council members answering roll call: Conrad, McLaughlin, Schultz, Morlan and Schröder. Others present were: Adam Clark and Jared Molyneux, Sigourney Ball; Glenn and Shannon Nowell; Larry Alderson; Dustin MacDonald, Sigourney Area Development Corporation (SADC) Representative; Amanda Snakenberg; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; Derek Albert, Police Officer; and Angie Alderson, City Clerk.

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: 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: Minutes of regular Council meeting of February 19, 2020; Council accounts payable claims in the amount of \$28,798.69; Don Northup to attend 2019-2020 Aquatic CEU Workshop Sponsored by the Iowa Parks and Recreation Association on Monday, March 9, 2020 in Coralville, Iowa at a cost of \$155.00; Tax Exemption Application for Farmers Cooperative Association at 524 North Jefferson Street (Resolution No. 2020-03-01) Tax Exemption Application for Amy Stewart at 1016 West Pleasant Valley Street (Resolution No. 2020-03-02); and the credit card report. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Public Hearing: Council member Schultz moved, seconded by Council member Morlan, to open the public hearing regarding the budget estimate for fiscal year July 1, 2020 through June 30, 2021. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved, and the public hearing was opened at 6:01 p.m.

Mayor Glandon stated the proposed budget was published as required on February 19th, 2020 and then asked the City Clerk if she had received any objections. City Clerk Alderson stated she had not.

Clerk Alderson stated the general tax levy, liability insurance and emergency remained the same as was presented at the public hearing in February for the proposed maximum tax levy. The FICA and IPERS and other employee benefits were reduced. A reduction is allowable, but not an increase. The items not included in the proposed maximum tax levy are the Memorial Hall, ag land and debt service levies which is what increases the over levy rate to 16.14087. Clerk Alderson reviewed some spreadsheets she had created to show projections and asked the Council if there were any questions regarding the budget.

Mayor Glandon asked the public if they had any comments. There were none.

Council member Schultz moved, seconded by Council member Conrad, to close the public hearing. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved, and the public hearing was closed to 6:05 p.m.

Council member Conrad moved, seconded by Council member McLaughlin, to approve resolution no. 2020-03-03 to adopt the city budget for fiscal year July 1, 2020 through June 30, 2021. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Additional City Business: Mayor Glandon asked Glenn Nowell if he would like to address the City Council regarding his request to vacate the west half of the east-west alley east of North Warren Street between East Jackson Street (Highway 92) and Ringgold Street. Mr. Nowell stated that Mike Bishop owns the property south of his. In the 1950s the north-south alley and east half of the east-west alley in his block were closed. A reason for the west half of the east-west alley not being closed has not been found. Mr. Nowell stated that Mr. Bishop was okay with the closing of the alley and would purchase his half. Mr. Nowell felt that would give Mr. Bishop more parking at his house and allow himself more clearance. They are both willing to waive for utilities to be in the alley. Mr. Bishop is not present as he had to work. The Public Safety Committee has met to discuss this. Council member Schröder stated there were concerns primarily about easements for utilities and service

easements. Council member Schröder asked what the Council's stance has been in the past regarding closing alleys. Council member Schultz stated that it is not always recommended concerning what may be down the line as far as utilities are concerned. Mr. Nowell stated that it would be open and both property owners are okay with the utility easement. Mayor Glandon stated that if the Iowa Department of Transportation (IDOT) would decide to widen Highway 92 through Sigourney, there are utilities that would have to be moved. Council member Conrad stated that the vote at this Council meeting would be whether to proceed with the process to close the alley or not. Council member Schröder stated the Public Safety Committee had concerns regarding this. Mr. Nowell wanted to match up his lot size to the rest of the block and Mr. Bishop has the smallest lot in the block to allow additional parking to his house. Mr. Nowell stated that neither of the current owners use the alley a lot as it is not a through alley. If this section is closed it would allow Mr. Bishop access to park behind his house and for himself it allows turning radius behind the shed, he is planning to build. It would also allow Mr. Nowell roughly 80 to 100 square feet for his shed. Mayor Glandon stated that he talked with Mr. Bishop before the Council meeting and Mr. Bishop stated he is done with it and tired of messing with it. The cops have been to his house too many times because of parking in the alley. Mr. Nowell pointed out this would allow him an additional six feet to park. Council member Schultz asked if there were disagreements between the neighbors. Mr. Nowell stated they had some scuffles as Mr. Bishop was parking trailers and vehicles in the alley and on the grass. Mr. Nowell stated that he at one time had talked with Mr. Bishop about splitting fees to purchase some gravel and things escalated. Mr. Nowell stated that was cleared up last week and they shook hands. Mr. Nowell stated they talked about costs involved and he thought Mr. Bishop was interested in this. Council member Schultz stated he would like to hear from the other party. Council member Schröder moved, seconded by Council member Conrad, to table the request to vacate the west half of the east-west alley east of North Warren Street between East Jackson Street (Highway 92) and Ringgold Street. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Amanda Snakenberg arrived at the Council meeting later and was given the opportunity to speak at the end of the Council meeting.

Park and Recreation: Council member McLaughlin moved, seconded by Council member Conrad, to approve the purchase of soccer and flag football equipment from the Design House as quoted. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Adam Clark and Jared Molyneux were present to discuss some of the upgrades that have been done at the Legion Park ball fields and some of the projects they would like to do. Mr. Clark stated that Mr. Molyneux has done a tremendous amount of concrete work at the ball fields. This year they have widened the dugouts to make things easier for kids and bags, etc. They would like to build a ramp from the parking lot to the lower ball field and then stairs from the lower field to the upper field. Mr. Molyneux stated he picked the location of the ramp and steps as it made the most sense to him from a commonsense standpoint. Mr. Molyneux had given the Council members drawings of his plans. These will not be ADA compliant as the topography will not allow it. The ramp will have a handrail on both sides and be six feet wide. The steps will not have more than ten steps before a landing. There will be two landings and three sets of stairs to the upper field. Council member Schultz asked if the slope is the only thing that will not ADA compliant. Mayor Glandon talked to Paul Horak, our insurance representative and Mr. Horak was good with this as it was safer than going up and down the hill. Mr. Horak did request that there be handrails on both side, which Mr. Molyneux already has in his drawings. This is a fairly expensive project and Sigourney Ball will start working on grants and fund raising. This will not be done before this ball season, but hopefully before the 2021 ball season. The Council agreed by consensus for Sigourney Ball to move forward.

Council member McLaughlin moved, seconded by Council member Conrad, approve Resolution No. 2020-03-04 to approve an application for the purpose of receiving benefits from the Washington County Riverboat Foundation. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Street and Sanitation: Director of Public Works I Northup stated he and the Director of Public Works II Gilliland had talked with Matt Walker, French-Reneker-Associates regarding the sewer project upgrade time frame. They feel the compost site could be opened until approximately May 25th at which time it would be closed to be cleaned up. That would help some for this year. It needs to dry up some before it is open. Once the sewer project starts it will have to be closed. If the project gets pushed back further, opening the compost site could be addressed again. Council member Schultz moved, seconded by Council member McLaughlin, to approve opening the

compost site on April 1st through May 25th with the understanding the construction will require it to be shut down when necessary. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Director of Public Works II Gilliland stated it is the year to trade in the mower for a new one. The mowers are traded every two to three years. Council member McLaughlin asked if the other implement dealers were looked at for mowers. Gilliland stated they had tried other brands, but they did not hold up as well. Council member Conrad moved, seconded by Council member Schultz, to approve the mower purchase with a trade in of \$5,900.00 and the balance of \$6,500.00. Upon the roll being called, the following voted Ayes: Conrad, Schultz, Morlan and Schröder. Nays: McLaughlin. Motion approved.

Director of Public Works I Northup stated he was contacted by two separate engineers and projects with Windstream regarding putting fiber optic in the City's right-of-way. Both projects are aerial. Northup reviewed the area both projects covered. Council member McLaughlin moved, seconded by Council member Morlan, to approve aerial fiber optic by Windstream in the City's Right of Way. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Council member Morlan moved, seconded by Council member Conrad, to approve fiber optic upgrades by Windstream in the City's Right of Way. Upon the roll being called, the follow voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Water and Wastewater: Director of Public Works I Northup explained the water tower will need to be drained during the Watermain project and Northup would like to hire a company to inspect it inside and out. In a few years it will need to be painted inside and out. If we know now where the problems may be, we can plan to have them fixed. It has been dived in the past and there were no issues. It is recommended to check things every two to five years. Northup has checked references for Central Tank Coatings, Inc. and they are highly recommended. This does not have anything to do with the Watermain project, while the water tower is drained is a good time to do this. Council member Schultz moved, seconded by Council member Conrad, to approve an Agreement with Central Tank Coatings, Inc. for water tower inspection and clean out. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Public Safety: Council member Schröder reported there are four different properties that are works in progress. Mayor Glandon stated papers were served on one of the property owners.

Finance: City Clerk Alderson reminded the Council that Debi Durham will be a speaker at an economic development luncheon to be held on May 5th. Ms. Durham is the Director of Iowa Economic Development Authority. A walk around the square will start the meeting and then we will discuss the different grants that are available, etc. MidWestOne Bank will pay for one-half of the luncheon. Council member McLaughlin moved, seconded by Council member Schultz, to approve paying for one-half of a catered luncheon for an economic development meeting. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Mayor Glandon and the City Clerk sat through a presentation by GovPayNet to allow the City to accept credit cards. There would not be any expense to the City. A 2.65% fee will be charged to the card holders. This would be very clear before the card holder accepts. Credit cards can be accepted in the office, over the phone through the office, on the website or through GovNetPay over the phone after hours.

City Clerk: The regular Council meeting for March 18, 2020 will be at City Hall at 6:00 p.m.

Other City Business: Amanda Snakenberg stated she has been working with several people in the community especially business owners to have planters around the square on the business side. The courthouse is beautiful with flowers, etc. Flower planters on the business side of the square could help beautify the entire square. Ms. Snakenberg has secured a business to donate all the materials for the planters. She would like to have eight of them (two for each side of the square). The shop teacher from Indian Hills is going to have his class build these. She has someone lined up to professionally paint them. If they are professionally painted there will be less maintenance. She has someone to donate the plants for all four seasons and to plant them. The only thing she is working on is someone to water them. She is hoping some of the business owners will help with this. She has

talked with someone who has a ranger with a water tank on it and if she could find someone retired that is willing to do the watering, we could use his equipment. He can't commit to doing it himself every day. They will need water as well. She would also like to bolt these to the sidewalk. She would like these close to the corners so they can be seen when people are stopped. The planters are 35" tall and the base is a 16" square. Ms. Snakenberg asked if the Council wanted any changes to the design. They will be painted black. There is drainage in the planter. She is looking for volunteers to put these in. Council member Morlan asked about the angle they were sloping out and questioned if that would be dangerous to someone walking or riding a bike and not paying any attention. The slope for the planter is five inches. Ms. Snakenberg will talk with the shop instructor and see if there is a solution. If all goes well, they should be built by the end of the school year. Hopefully they will be out by the end of the summer. Ms. Snakenberg will talk with the City before anything is done. Council member Morlan moved, seconded by Council member Conrad, to approve Amanda Snakenberg to place permanent planters around the square. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Schultz, Morlan and Schröder. Nays: None. Motion approved.

Mayor Glandon and Amanda Snakenberg talked about a meeting with Rod Curtis, "The Practical Historian" this morning. Mr. Curtis works with smaller cities and has a lot of experience and knowledge through his architect firm. He has created a website and facebook page with lots of good information helping business owners, contractors, etc. He posts at least two informational sheets each month continuing forward. Ms. Snakenberg is asking the City of Sigourney and SADC (Sigourney Area Development Corporation) to consider purchasing a one-year membership. Mr. Curtis is offering three of these memberships to cities at half price. This would allow the City and SADC to help business owners when they have questions and need answers quickly. Mr. Curtis accepts questions from members and answers them usually within a 24-hour period. The cost of the membership for one year (at half price) would be \$525.00 and would allow three full users and two bonus users. There are other options available. The website should launch in April and he would like the three pilot cities to test things before the launching. Currently we are discussing sharing the cost with SADC.

Dustin McDonald stated he did not have anything to report from SADC (Sigourney Area Development Corporation) at this time.

Public Input: Dustin McDonald asked if there was a fraudulent payment through GovPayNet discussed earlier, who would be responsible. City Clerk Alderson stated she thought the GovPayNet would be.

Council member Conrad mentioned that the Sigourney Community Fire Department has been voted Volunteer Department of the Year.

The meeting was adjourned by acclamation at 7:16 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk