

**CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, NOVEMBER 3, 2021**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, November 3, 2021, with Mayor Glandon presiding and the following Council members answering roll call: Morlan, Bender, Conrad, McLaughlin, and Schultz. Council member Schröder arrived at 6:02 p.m. Others present were: Adam Clark; Gary Iosbaker; Stephani Atwood; Frank Besser; Matt Walker, French-Reneker-Associates; Don Northup, Public Works Director I; Brent Gilliland, Public Works Director II; Richard Fortney, Sigourney 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: Morlan, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Morlan, to approve the minutes of October 6, 2021. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Conrad, McLaughlin, and Schultz. Nays: None. Abstain: Bender. Motion approved. *(Council member Bender was unable to attend the October 6, 2021, regular Council meeting.)*

Council member Schultz moved, seconded by Council member Schröder, to approve the minutes of October 20, 2021. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, McLaughlin, and Schultz. Nays: None. Abstain: Conrad. Motion approved. *(Council member Conrad was unable to attend the October 20, 2021, regular Council meeting.)*

Council member McLaughlin moved, seconded by Council member Conrad, to approve the following items on the consent agenda: Council accounts payable claims in the amount of \$23,213.76; credit card report; and the time and place for the November 17, 2021, regular Council meeting will be at 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Additional City Business: City Clerk Alderson reviewed the process to approve the new ward map due to the Census 2020 changes. Council member Conrad moved, seconded by Council member McLaughlin, to set a public hearing for Wednesday, November 17, 2021, at 6:00 p.m. for proposed precinct / ward boundaries. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

There was no report for Sigourney Area Development Corporation (SADC).

Park and Recreation: A Park and Recreation Committee Meeting was set for Tuesday, November 9, 2021, at 5:00 p.m.

Water and Wastewater: Matt Waker, French-Reneker-Associates, stated there is an amendment for their Engineering Services Agreement regarding the water main project. The substantial completion date for the water main project was December 2020 and unfortunately it did not happen until June or July of 2021. French-Reneker-Associates incurred additional cost concerning the CO hours for on-site time. The amendment is to approve those additional hours. Council member Conrad moved, seconded by Council member Schultz, to approve Amendment No. 1 to the Engineering Services Agreement with French-Reneker-Associates. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Matt Walker, French-Reneker-Associates, stated that when the costs for a project are set up it is based on quantities – what is actually put in the ground. (Example: If there is 9,000 feet of water main as part of the costs and only 8,800 is put in the ground the extra 200 feet is not paid for.) For the Community Development Block Grant and the State Revolving Fund the final pay estimate has to reflect what the contract documents are, so this change order is a reduction of \$68,143.32. Council member Conrad moved, seconded by Council member McLaughlin, to approve Change Order No. 2 for the proposed water main improvements – CDBG

#19-WS-016 – Sigourney, IA (18-113/20-057). Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Matt Walker, French-Reneker-Associates, stated that regarding the water main project, the actual damages were close to 100 days, so that would be close to \$48,000.00 that the city could ask for in damages. If the contractor challenged the city, the city would have to prove the city was charged more costs for the project not just necessary delays. There were additional engineering fees for someone to be on site, so the City did incur additional costs and the City can justify for charging for the thirty-seven days which amounts to the \$18,500.00 decrease. Council member McLaughlin moved, seconded by Council member Conrad, to approve Change Order No. 3 for the proposed water main improvements – CDBG #19-WS-016 – Sigourney, IA (18-113/20-057). Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Mayor Glandon explained there are two (2) pay requests to review for KLC Construction. Only one needs to be approved. One would be to pay the complete retainage which is approximately \$26,000.00 and the other one would be to keep \$5,000.00 for legal fees that may need to be incurred if the City has to contact the bonding company to collect for any damages. Brad Grefe, Area 15 Regional Planning Commission, thought it would be easier if the project is closed out and the CDBG (Community Development Block Grant) and SRF (State Revolving Fund) paperwork could all be completed. Approving the final pay estimate and retainage would then start the two-year bond warranty for anything on the project. Matt Walker, French-Reneker-Associates, stated that if an issue comes up in the spring, the City will need to put together another punch list, give it to KLC and give them a reasonable amount to come to Sigourney and rectify whatever had settled or whatever had happened over the winter. If KLC does not fix these items, then the city would take the next step and notify the bonding company. Contractors do not want the bonding company to come after them as it would make their future rates higher, and it is usually not a good situation for the contractor. Matt Walker explained the only thing left is whether the seeding took and some settling over the winter from items that were dug up to be repaired. So far there have not been any issues with the main itself, the service lines or anything like that. It is down to settling in the yards and scheduled seeding that did not take. Council member Conrad moved, seconded by Council member McLaughlin, to approve Pay Estimate No. 11 from KLC Construction LLC for Proposed Water Main Improvements – CDBG #19-WS-016 – Sigourney, IA – (Project #18-113/20-057) for final quantities and retainage. Upon the roll being called, the following voted Ayes: Morlan, Conrad, and McLaughlin. Nays: Schröder, Bender, and Schultz. Mayor Glandon voted no. Motion failed.

By consensus, the Council agreed to table the resolution until the pay estimate issue is decided.

Council member Schultz moved, seconded by Council member Morlan, to approve Pay Estimate No. 9 from Boomerang Corp. for Proposed Wastewater Treatment Plant Improvements – CDBG #19-WS-009 – Sigourney, Iowa – SRF #CS192087001. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Finance: A Finance Committee meeting was set for Wednesday, November 10, 2021, at 7:00 a.m.

Human Resources: Council member Conrad explained that the medical insurance is split eighty percent (city pay)/ twenty percent (employee pay) and dental and vision are a flat rate. Council member Conrad moved, seconded by Council member Bender, to approve the policy for employee dental insurance benefits and it would be paid eighty percent by the City and twenty percent by the employees for full-time and seventy percent by the City and thirty percent by the employees covered by benefits. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Mayor Glandon stated that ads were put in the paper for snow removal and there were no bids received. After discussion with City employees, Bryan Hahn, an as needed employee, would be willing to do this. Council member McLaughlin moved, seconded by Council member Morlan, to add snow removal responsibilities for city property sidewalks to Bryan Hahn's employee job description. Upon the roll being

called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

City Clerk: City Clerk Alderson stated there is an annual report due to the Iowa Department of Management. This is to report the amount of TIF (Tax Increment Financing) dollars were received and how they were dispersed noting the rebate and debt service. Council member Schultz moved, seconded by Council member Conrad, to approve the Annual Urban Renewal Report for Fiscal Year 2020-2021. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

City Clerk Alderson stated there is a report for the Iowa Department of Transportation regarding the road use funds. This breaks down where the road use money is spent and includes other funds (Local Options) and sources (Tax Increment Financing and franchise fees) and capital projects. This information all flows into the report and balances to the Road Use Fund. Council member McLaughlin moved, seconded by Council member Schultz, to approve the Fiscal Year 2021 Iowa Department of Transportation Street Finance Report and related resolution (2021-11-02). Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Public Input: Council member McLaughlin reminded the City Council of the 15th anniversary event for the Keokuk County Community Endowment Foundation on November 10th.

The meeting was adjourned by acclamation at 6:33 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk