

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

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, November 4, 2020 with Mayor Glandon presiding and the following Council members answering roll call: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Others present were: Brad Grefe, Area 15 Regional Planning Commission (*via phone*); Larry Alderson; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; and Angie Alderson, City Clerk. (*Larry Alderson was present, but stayed in the City Clerk's Office, which opens into the Council Chambers.*)

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: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

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 \$18,483.45; the credit card report; and to set the time and place for the November 18, 2020 Council meeting for 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.

Council member McLaughlin moved, seconded by Council member Morlan, to approve the following item on the consent agenda: Minutes of the regular Council meeting of October 21, 2020. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, McLaughlin, and Schultz. Nays: None. Abstain: Conrad. Motion approved. (*Council member Conrad abstained as he was unable to attend the regular Council meeting on October 21, 2020.*)

Council member McLaughlin moved, seconded by Council member Morlan, to approve the remaining item on the consent agenda: Community Betterment Projects including \$9,000.00 for repairs and cleanup at Legion this fall and next spring and \$150.00 for legal expenses for nuisance abatement. Upon the roll being called the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

Public Hearing: Council member Schultz moved, seconded by Council member Conrad, to open the public hearing regarding the Status of Community Development Block Grant (CDBG) funded activities for the Water Main Improvements project – 019-WS-016. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved and the public hearing was opened at 6:05 p.m.

Mayor Glandon introduced Brad Grefe with Area 15 Regional Planning Commission and turned the public hearing over for his presentation.

A public hearing was held on November 4, 2020, at 6:00 PM at City Hall in Sigourney, Iowa, for the purpose of updating the public on the status of the water system improvements project funded, in part, by the Community Development Block Grant (CDBG) program. Bradley J. Grefe, the grant administrator from Area 15 Regional Planning Commission, reported that in July 2019, the Iowa Economic Development Authority (IEDA) awarded CDBG funds to the City of Sigourney for the purpose of making improvements to the City's water distribution system. The City qualified for CDBG funds based on the HUD National Objective of "benefitting low-to-moderate income persons" (LMI). The City's estimated LMI was 51.38% based on US Census data provided by IEDA, though the project will benefit all residents of Sigourney.

The original scope of work for the project included the replacement of approximately 7,600 feet of 6-inch, 8-inch, 10-inch, and 12-inch cast iron or asbestos cement watermain with 8-inch, 10-inch, and 12-inch PVC and DIP along Main Street/Hwy 149 and the trunk main which feeds the City's elevated storage tank. The original estimated cost of the project was \$976,000. The City applied for and was awarded \$500,000 in CDBG funds. The City was to match the remaining amount through a Drinking Water Construction Loan from Iowa's State Revolving Fund (SRF). Engineering fees were not included as a grant-eligible expense.

The project received two bids for construction and the lower bidder was KLC Construction (Chariton, IA). The winning bid (\$959,050) was slightly higher than the application budget. Only one change order has been requested and approved at this time: An existing valve was not operating properly so a new stop was required to make a tie-in. Including that change order, the overall project cost currently sits at \$994,550 (which includes grant administration fees).

Construction began in late-June 2020. Based on the contractor's pay application #3, KLC has billed approximately 60% of their total contract amount. The engineer estimated that they were nearly 50% complete with construction. Area 15 RPC has billed 53% of its contract amount for grant administration. Most of the major construction work is supposed to be complete by mid-December with finish grading and seeding expected to be complete by June 2021. The CDBG contract end date of June 30, 2022.

Open for comments, concerns, and questions. No questions were asked; 12 people were in attendance.

Council member Bender moved, seconded by Council member McLaughlin, to close the public hearing regarding the Status of Community Development Block Grant (CDBG) funded activities for the Water Main Improvements project – 019-WS-016. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved and the public hearing was opened at 6:10 p.m.

Additional City Business: Council member McLaughlin briefly reviewed information she had provided at the previous Council meetings regarding the opening of City Hall. There was much discussion regarding the opening of City Hall. Council member McLaughlin moved, seconded by Council member Morlan, to continue to leave City Hall open with the meeting rooms and restrooms closed and with the CDC restrictions in place including frequent hand sanitation, cleaning the credit card machine after usage, wearing a mask if dealing the public even at the plexiglass window. Upon the roll being called, the following voted Ayes: Morlan, Bender and McLaughlin. Nays: Schröder, Conrad and Schultz. Mayor Glandon voted no to break the tie. Motion denied.

Mayor Glandon stated he talked with the Iowa League of Cities last month and explained how the City is conducting business here. Mayor Glandon was told he could issue a proclamation and that is what he is considering doing and he will keep City Hall shut until the end of January and then it will be revisited. Council member McLaughlin asked if this included other City workers and the Mayor himself. Mayor Glandon stated that some of this will be up to the City workers, but there is no reason why the workers cannot distance themselves from the contractors. Council member Schröder asked if a proclamation has been prepared and Mayor Glandon replied he will work with the City's attorney, John Wehr to put this together. Mayor Glandon stated he would like to do business as it was being done before we opened back up.

Mayor Glandon explained there is a \$500.00 update requested for ShieldWare, which is the software the Police use. Council member Morlan moved, seconded by Council member Conrad, to approve the ShieldWare RMS Iowa IBR Compliance Update quotation and authorize the Mayor to sign. Upon the roll being called, the following voted Ayes: Morlan, Schröder, Bender, Conrad, McLaughlin, and Schultz. Nays: None. Motion approved.

There was an item on the agenda for IEDA Façade Improvement Grant. This is not what needs to be done next. A letter will be sent to the property owners once some details have been decided.

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

Water and Wastewater: Director of Public Works I Northup stated new services are being hooked up on South Main for the water main project starting in front of the hospital. They are going to concentrate from the Fire Department south and try to get that all done and hooked up before winter sets in. They will get as much concrete work done as they can.

Director of Public Works I Northup stated that he and Director of Public Works II Gilliland have met with the Project Manager from Boomerang. They have unloaded seven or eight truck loads of pipe due to price increases. They wanted to get it bought and here before prices jumped again. Northup has not heard anything regarding the Pre-Construction meeting.

Finance: City Clerk Alderson stated there needed to be a budget amendment for Fiscal Year 2021 to allow authority to spend the money from the grants that were awarded this summer. Council member Conrad moved, seconded by Council member Bender, to set the date and time as Wednesday, December 2nd, 2020 at 6:00 p.m. regarding the City Budget Amendment for Fiscal Year 2021. 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 explained they have been looking at MCG and Access Systems for a phone replacement at City Hall. This phone system will be internet based and will hopefully save the City money. We are reviewing how many phones we need and what features are important. There are some email addresses that will need to be changed, so that is being considered as well. Cloudburst emails can be used. As we are still gathering information, this will be put back on the agenda for November 18th.

Public Input: There was no public input.

The meeting was adjourned by acclamation at 6:39 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk