

CITY OF SIGOURNEY, IOWA

MINUTES OF REGULAR CITY COUNCIL MEETING OF WEDNESDAY, OCTOBER 17, 2018

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, October 17, 2018 with Mayor Glandon presiding and the following Council members answering roll call: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Others present were: Tyler and Amanda Snakenberg; Beth Danowski; Tom Bowers; Robin R. Handy, Christmas Committee; Brent Gilliland, Director of Public Works II; Richard Fortney, Police Officer; Aaron Kephart, Police Chief; and Angie Alderson, City Clerk.

The meeting was called to order at 6:00 p.m. Council member McLaughlin moved, seconded by Council member Landgrebe, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Landgrebe, Bender and Conrad. Nays: None. Abstain: Morlan. Motion approved.

Council member Landgrebe moved, seconded by Council member Morlan, to approve the following items on the consent agenda: Council accounts payable claims in the amount of \$39,484.31; Library accounts payable claims in the amount of \$7,322.47; September 2018 City Clerk financial reports; payroll expenses, miscellaneous expenses, ACH and monthly transfers for September 2018; liquor license application for Sigourney Area Development Corporation at 400 220th Avenue for Class B Beer (BB) (Includes Wine Coolers) and Living Quarters; Liquor License Application for Goldman Enterprises, LLC (DBA: Copper Lantern) at 101 North Jefferson Street for Class C Liquor License (LC) (Commercial), Outdoor Service and Sunday Sales; and the credit card report. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Council member Schultz moved, seconded by Council member McLaughlin, to approve the remaining item on the consent agenda: minutes from the regular Council meeting of October 3, 2018. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Landgrebe and Conrad. Nays: None. Abstain: Morlan and Bender. Motion approved. *(Council members Morlan and Bender abstained as they were unable to attend the regular Council meeting on October 3, 2018.)*

Other City Business: Tom Bowers was present to discuss a flea market and yard sales event he is promoting. Last September there was a city-wide yard sale held. He would like to expand this so out of town people could sit up around the square. Mr. Bowers is looking for the City to sponsor this event for insurance purposes. He does understand that each individual vendor must provide proof of insurance as well or they cannot set up a stand on City property. Mr. Bowers has talked with First Resources and they are willing to do the set-up and clean-up and would bill the City for payment from the funds for this event. The vendors setting up on their own property or on other private property would be responsible for their own insurance and would not be covered under the City's insurance. His goal is to bring more business to Sigourney. The event next year would be held on the second weekend in September 2019. Mr. Bowers is hoping for 30 booths on the square at a cost of \$50.00 for a 20x 40q booth. He would like to have some of the streets closed but does not want to interfere with the businesses around the square.

Robin Handy was present to discuss the ideas from the Christmas Committee. Ms. Handy stated the Christmas Committee would like to have an old-fashioned Christmas theme around the square. This will require lots of lights and Ms. Handy has offered to help write grants for the Committee. She is looking at commercial grade lighting and the Committee will need grants to help pay for this. The Committee is looking at the faceted bulbs which are sold in boxes of 25 strands at a cost of \$4.95 each strand. They are also looking at a guidewire that the strands are attached to. These guidewires would be strung light pole to light pole on the inside and outside of the square for the lights, if the City is agreeable to this. The grants that are written this year would be for items to be purchase next year. The Council discussed the stress on the poles and the amount of electricity available. The Christmas Committee would like to see this evolve and thrive, so Sigourney could become a destination holiday celebration. There has also been discussion of lights on the fountain that would look like water flowing. Ms. Handy has found LED rope light that can be used for this. There was discussion of who would be responsible for putting up and taking down the lights. The Committee is looking to have things properly stored as well, so everything does not have to be repurchased year after year.

Mayor Glandon stated that the Park and Recreation Committee, the Christmas Decoration Committee and the Police Department would all like to ask for the Keokuk County Community Endowment Foundation grant. Council

member McLaughlin stated she is requesting funds for the slide replacement at the swimming pool. Police Chief Kephart stated he is applying for computer replacement as eight of nine of the police computers are out of warranty. Council member Conrad moved, seconded by Council member Landgrebe, to approve Resolution No. 2018-10-02 Authorizing Sponsorship for the Keokuk County Community Endowment Foundation Grant adding for the 2018-2019 grant cycle. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Abstain: McLaughlin. Motion approved. *(Council member McLaughlin abstained as she is writing the grant.)*

Tyler and Amanda Snakenberg and Beth Danowsky were present to discuss a grant through the Iowa Economic Development Authority (IEDA). The City must be the applicant for this grant. Ms. Snakenberg passed out information explaining the Community Catalyst Building Remediation Program. This grant was created for non-Main Street communities and are looking for rural communities who do not have the capacity to do catalytic projects. The money can only be used for building remediation. This is the second year of the program. Each applicant can receive up to \$100,000.00. The earlier the pre-application is turned in, the sooner an applicant may receive an invitation to fill out the full application. This would put the applicant in the running to receive up to \$100,000.00 depending on what is being applied for. The Snakenbergs would like to get their building fixed and then they would like to move on to Phase Two. Mrs. Snakenberg has a leaky roof and the storefront needs to be worked on as well. The Finance Committee has discussed there being funds that may be used for this and would like to put a policy into place to put in guidelines. Ms. Danowsky explained the City is the applicant and would have to apply on behalf of the Snakenbergs. There could be a subrecipient agreement put into place so the subrecipient would hold responsibility. There were 180 communities represented at the workshops and they are estimating that 80 will apply with 10 to 15 being awarded. The Finance Committee discussed a cash contribution and a tax abatement as an in-kind contribution. Ms. Snakenberg is applying for other grants and looking at rebates. She has an appointment with Alliant Energy to do an evaluation of her building. Ms. Danowsky stated that the tax abatement and any rebates count as cash toward the project and any work done can be counted as in-kind. Ms. Danowsky shared information regarding the value of storefronts and upper story apartments and the sustainability of these businesses. Ms. Snakenberg's building has energy efficiency problems as well as structural damage that needs to be addressed on top of trying to run a successful business. There is a lot more catalytic remediation that can be done to an empty building, the argument is repairs need to be done to the current building, before the remediation of another building can be done. Phase Two is to ask for a grant to fix another building. There are other ways a City can contribute as well. The Finance Committee discussed coming up with a policy to allow Community Betterment money to be available. Mayor Glandon asked if the City puts in a cash contribution in the Pre-Application and if the invitation is extended to do a full application, can the Council change the amount of their contribution? Ms. Danowsky stated the Council could and the state could tell us that they like the project, but the City needs to contribute more. This is the type of feedback we will get. Council member Conrad moved, seconded by Council member Landgrebe, to approve the City doing a pre-application for a Community Catalyst Building Remediation Program grant through the Iowa Economic Development Authority with the understanding that at this point in time the City's contribution directly would be \$10,000.00 with also an in-kind tax abatement over five (5) years and any other in-kind items we come up with. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon explained that in the resolution for a Plat of Survey approved in July for Rick and Tracy Hammes regarding $\frac{3}{4}$ of an acre of land. This will now be one (1) acre of land. Council member Schultz moved, seconded by Council member Landgrebe, to approve the amendment to the Rick and Tracy Hammes Plat of Survey Resolution. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Mayor Glandon explained a firewall upgrade for the server for the computer system. If a different server is purchased, this firewall could be used with another system. Council member Landgrebe moved, seconded by Council member Conrad, to approve the purchase of a firewall upgrade. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Council member Schultz moved, seconded by Council member Conrad, to approve the Sigourney Community Fire Department to use the City as a financial pass through for a grant application. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Water and Wastewater: Council member Bender moved, seconded by Council member Morlan, to set the date and time of Wednesday, December 5th, 2018 at 6:00 p.m. for the time to review an application for the State Revolving Fund (SRF) Loan and to make available to the public the contents of an environmental information document and the City of Sigourney's Project Plan. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Public Safety: Aaron Kephart explained the sSTEP Grant is a program the Police Department has participated in for several years. The grant can be used for overtime wages or equipment. This grant application has been submitted and accepted for overtime wages in the amount of \$1,700.00. There are five (5) sSTEP waves throughout the year that are heightened enforcement on traffic violations, so officers could work extra hours. Council member Schultz moved, seconded by Council member Landgrebe, to approve the sSTEP contract between the Governor's Traffic Safety Bureau / Iowa Department of Public Safety and the Sigourney Police Department (State and Community Highway Safety Grant, PAP 19-402-MOOP, Task 34-20-00). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

A Public Safety Committee meeting was set for Monday, November 5, 2018 at 7:00 a.m.

Council member McLaughlin stated she has had complaints about the crossing signs at Pleasant Valley Street and South Main Street intersection. There have been a few incidents where children have almost been hit. The Police are sitting near this intersection to see if that will help.

Finance Committee: Council member Conrad reminded the Finance Committee they will need to discuss the policy for the economic development funds as well as revamping the Community Betterment (Local Option) funds at the next Finance Committee meeting, which is Tuesday, November 6th at 7:00 a.m.

Human Resources: Mayor Glandon and City Clerk Alderson reviewed the changes to the new policy being offered. The current policy has been discontinued. Council member Landgrebe moved, seconded by Council member Morlan, to approve the Wellmark Complete Blue 2800 HMO Silver medical policy effective December 1, 2018 with the employees paying 20% of their premium and the City paying the remainder and to not offer a PPO policy this year. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

Council member Morlan moved, seconded by Council member Landgrebe, to approve renewal of MetLife as dental coverage for the City employees effective December 1, 2018 with employees paying \$12.40 for a family plan, \$9.30 for an employee plus family plan, \$6.20 for an employee plus spouse plan and \$3.10 for a single plan per month and the City paying the reminder. Upon the roll being called, the following voted Ayes: McLaughlin, Morlan, Landgrebe, Bender and Conrad. Nays: Schultz. Motion approved.

Mayor Glandon explained that currently Ashley Fry works 20 hours per week in each the Police Department and City Clerk's Office. The department heads agree to change this split to 10 hours per week with the Police Department and 30 hours per week with the City Clerk's Office. Council member McLaughlin moved, seconded by Council member Bender, to approve the hours for the office assistant to be changed. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

City Clerk: The November 7, 2018 regular Council meeting will be held at City Hall at 6:00 p.m.

Public Input: There was no public input.

The meeting was adjourned by acclamation at 7:21 p.m.

Douglas L. Glandon, Mayor

ATTEST: _____
Angela K. Alderson, City Clerk