

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, SEPTEMBER 15, 2021**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, September 15, 2021, with Mayor Glandon presiding and the following Council members answering roll call: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Others present were: Brad Grefe, Area 15 Regional Planning Commission (on speaker phone); Christie Iosbaker, Sigourney News Review; Gary Iosbaker; Matt Walker, French-Reneker-Associates; Don Northup, Public Works Director I; 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: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Conrad, to approve the following items on the consent agenda: Minutes of Regular Council Meeting of September 1, 2021; Council accounts payable claims in the amount of \$53,446.27; Library accounts payable claims in the amount of \$7,056.38; City Clerk's financial reports for August 2021; payroll expenses, miscellaneous expenses, ACH and monthly transfers for August 2021; Sherrie Casper and Angie Alderson to attend the Iowa Municipal Finance Officers Association's Fall 2021 Conference in Des Moines, Iowa at a cost of \$125.00 each; Tax Exemption Application for Gwenlyn K. Stull at 309 West Pleasant Valley Street, Sigourney, Iowa (Resolution No. 2021-09-03); Liquor License Application for SADC (DBA: Sigourney Area Development Corp.) at 400 220<sup>th</sup> Avenue, Iowa for Class B Beer Permit, Class B Native Wine Permit and Living Quarters; the credit card report; and the time and place for the October 6, 2021, regular Council meeting will be 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved.

Council member Schultz moved, seconded by Council member Morlan, to approve the remaining item on the consent agenda: Minutes of Regular Council Meeting of September 1, 2021. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, and Conrad. Nays: None. Abstain: McLaughlin. Motion approved. *(Council member McLaughlin abstained as she was unable to attend the September 1, 2021, regular Council Meeting.)*

**Public Hearing(s):** Council member Schröder moved, seconded by Council member Bender, to open the public hearing for the Iowa Economic Development Authority (IEDA) for Community Development Block Grant (CDBG) COVID-19 Fund for Upper Story Housing Conversion. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved and the public hearing opened at 6:04 p.m.

Bradley Grefe from the Area 15 Regional Planning Commission (RPC) discussed the City's proposed application to the Iowa Economic Development Authority's (IEDA) Community Development Block Grant (CDBG) COVID-19 (CV) Fund for the purposes of an upper-story housing conversion project.

Mr. Grefe discussed the proposed application, noting that the City's Community Development and Housing Needs Assessment (CDHNA), most recently reviewed and adopted on August 18, 2021, identifies development of affordable housing and downtown revitalization as needs for both local low-to-moderate income (LMI) persons and the community at large. This project will serve mutual goals of rehabilitating downtown properties by providing an additional affordable housing opportunity.

The proposed project includes the rehabilitation of the upper level of 103 S. Jefferson St. in downtown Sigourney, owned by Larry Deitrich. The proposed project will convert a dilapidated, vacant space into one new two-bedroom rental housing unit on the second story. The estimated total cost of the project (need) currently is \$305,790 based on a reasonable cost estimate provided by the architect who has recent experience in similar upper-story housing projects. The local match (assistance) available for the project is estimated to be \$80,790. If awarded, the City's contribution to the project will be \$5,000 and the owner's contribution will be \$75,790. No other grants or assistance are currently available or will be sought for this activity. Therefore, the request from the CDBG-CV fund to cover the unmet need to complete the upper-story housing conversion project is \$225,000.

As a condition of the grant, the assisted unit is to be rented to low-moderate income persons for the first three years; therefore, 100% of the federal funding will benefit LMI individuals for at least the first three years. As the

space is vacant, no persons or businesses will be displaced as a part of this project. The CDBG application will be submitted on or before October 1, 2021. Thirteen people were in attendance for the hearing.

Mayor Glandon asked the City Clerk if any written objections had been received and City Clerk Alderson replied no. Mayor Glandon asked for public input and there was not any.

Council member Morlan moved, seconded by Council member Conrad, to close the public hearing for the Iowa Economic Development Authority (IEDA) for Community Development Block Grant (CDBG) COVID-19 Fund for Upper Story Housing Conversion. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved and the public hearing closed at 6:10 p.m.

Council member Conrad moved, seconded by Council member McLaughlin, to approve Resolution No. 2021-09-04 re: Authorizing the Mayor to sign and submit the Community Development Block Grant (CDBG) Application – COVID-19 for 103 South Jefferson Upper-Story Housing Project and, if funded, to sign all contract-related documents. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved.

**Additional City Business:** Mayor Glandon and the Council discussed the pavilion agreement between the Sigourney Kiwanis, Keokuk County and the City of Sigourney. Council member Schröder stated that under the default paragraph of the agreement he is questioning the statement “If the default is not fully rectified or cured, then city or county may cancel this agreement at any time after the deadline to cure or rectify the default by giving written notice to Kiwanis of the election to terminate, and this agreement shall at that time be terminated. If the agreement is terminated, all funds that have been collected for the project shall be used to complete the project if it has been started.” Council member Schröder is wondering given that language that if the agreement is terminated, the money is there, and the project is complete whose pavilion is it? Mayor Glandon stated that a licensed contractor has to be used, there can be a default, or they can go back on the contractor. There should be a paragraph that defines if the contractor doesn’t finish it, they (*the Kiwanis*) can hire somebody else to finish it and come back in against the original contractor. Council member Schröder stated that it occurred to him that if the agreement is terminated at that point, but the pavilion is completed it is unclear to him whose pavilion it is who would maintain it after that as the County would not want it and the city wouldn’t maintain it and the Kiwanis . . . that part just seems unfair. It may be unlikely that this would occur, but the Council should be aware of this. Mayor Glandon stated that some of his conversations with Stuart (*Kiwanis President*) as far as the quality of the construction and everything they are going down the road the right way as far as a licensed contractor and everything. Everyone has got to approve what is being done and if there is a default along the way then that is where it should be wrote into the contract. Council member Schröder stated he would like to say before there is any further action that if we get to the point that we vote on approving the agreement or not, my vote to approve is subject to the understanding that if agreement is terminated and the city is not assuming any responsibility for anything and without the agreement, we would not have any responsibility. Council member Conrad stated that if you look at the dedication part it says upon completion of construction, we still have an opportunity to inspect everything, and it is not until after it is dedicated that we have any responsibility. So, there are going to be several inspection opportunities to take care of this. Council member Schröder just wanted to identify that apparent open question as to whose responsibility it would be if for whatever reason the city doesn’t agree, the County doesn’t want it, the money is raised, the Pavilion is built, and nobody is responsible for it. Council member Morlan commented that he had stated earlier that he is not in favor of it because he does not see a reason for a second bandstand. If they want one with a roof on it, put a roof on the one that is there. He does realize there are certain reasons and advantages for putting that there, but he does not know how they are going to put it where they want it with the trees, the rock, and the benches there. His opinion is that it is unnecessary. Council member Schröder stated that it will be an interesting design if they get that far because as Jimmy says there are trees, a monument, and a bench. Mayor Glandon stated that one of the things he has talked to them (*the Kiwanis*) about either doing a six- or eight-sided Pavilion. There was also some discussion that there may have to be some trees removed, but after the last wind a few weeks ago there were a lot of trees that were damaged. Council member McLaughlin stated she thought it was kind of interesting and is okay with the fund raising starting and the agreement says the City’s liability wouldn’t be until after completion and then it would be dedicated to the City. Mayor Glandon stated that tells us right there that Kiwanis is going to make effort to see that this is done. Council member McLaughlin moved, seconded by Council member Bender, to approve the agreement between the City of Sigourney Iowa, Keokuk County Iowa, and Kiwanis Club of Sigourney Iowa for development of an outdoor pavilion and dedication to the City of Sigourney. Upon the roll being called, the following voted Ayes: Schultz, Schröder (*with understanding as stated earlier*), Bender, Conrad, and McLaughlin. Nays: Morlan. Motion approved.

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

**Park and Recreation:** A Park and Recreation Committee meeting was set for Thursday, September 23, 2021, at 5:00 p.m.

**Water and Wastewater:** Mayor Glandon stated pay estimate #7 for Boomerang is for \$1.2 million dollars. Two weeks ago, the representative from SRF (*State Revolving Fund*) came in and found metal materials that were stamped and made outside of the USA and the materials are all supposed to be USA made metals. Some of the problem has been rectified as far as removal of made in China stuff that is stamped. There are a couple things they have to verify with paperwork. Today Theresa (*with SRF*) stated she is good with what French-Reneker-Associates has proposed to take care of the project. She is going to recommend that SRF take the hold off our funding. Until we have the money in our account we cannot write the check, but everything else looks good. Matt Walker, French-Reneker-Associates, stated that when some of the American Iron and Steel documentation was submitted one of the stainless-steel tubes said it was melted in China. So SRF saw that and stated that we could not use that. There has not been any stainless-steel tubing installed yet on the entire project. It is just a matter of removing anything that is from China and bringing in the appropriate stuff. Mr. Walker stated he received an e-mail today from Boomerang and they said their supplier actually submitted the wrong paperwork for where it was milled. He thinks everything has been rectified and the stainless-steel piping that was at the project was stamped made in the USA. Mayor Glandon stated he thinks they were questioning that it could have been melted into whatever in China, but then transformed into whatever in the USA. Council member Bender asked how much was made in China? Mr. Walker responded maybe 80 feet. That is a drop in the bucket compared to the whole project. But there are the rules that are to be followed in their process. SRF put a hold on the loan money to the city. The city can go ahead and have the claim processed and the minute the money is in the City's account cut the check. Mayor Glandon would like the motion to be contingent upon meeting those guidelines. City Clerk Alderson stated that there is not \$1.2 million in the Sewer Project Fund to cover this check, so she would have requested this anyway as there is only around \$700,000.00. Usually, the SRF funds are processed within a week to ten days. Matt Walker stated that the majority of the work this month was actually on the SAGR cells themselves. They are completely filled with all the SAGR aggregate and the internal aeration piping and all that. It is starting to take shape. Council member Bender asked Mr. Walker if it was permissible for him to give the Council a guided tour? Mr. Walker responded that he could absolutely do that. There are several Council members that would like to go. Council member Conrad moved, seconded by Council member Schultz, to approve pay estimate no. 7 from Boomerang Corporation with the understanding that we won't be able to pay it and it will be contingent on us being able to receive the funds through the SRF. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved.

**Human Resources:** Mayor Glandon explained to the Council members that Ashley Fry has decided she does not want to take classes and as she is still needed in the City Clerk's office, they would like to give her 32 hours again. Council member Conrad moved, seconded by Council member Schultz, to return the Office Assistant position to full-time (32 hours a week) and restore the benefits as previously earned. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Schröder, Bender, Conrad, and McLaughlin. Nays: None. Motion approved.

**Public Input:** Council member Morlan asked what happened to the fountain. Mayor Glandon stated that the storm from a few weeks ago blew a lot of stuff into the fountain and plugged everything. Usually, the week before homecoming it is shut down, as in the past things were always thrown into the fountain.

Council member Morlan asked who is in charge of turning on the tornado sirens as he had several ask him that and why wasn't it turned on during the storm. Mayor Glandon stated that if you turn the sirens on for every severe storm that comes through that people get used to it and they don't heed it after a while. It is up to either Sigourney or the Sheriff's Office, but you can't turn it on for every storm that rolls through.

The meeting was adjourned by acclamation at 6:35 p.m.

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Douglas L. Glandon, Mayor

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