

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, SEPTEMBER 21, 2016**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, September 21, 2016 with Mayor Glandon presiding and the following Council members answering roll call: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Others present were: Fr. Charles J. Fladung; Don Northup, Director of Public Works I; Allan Glandon, Police Chief; Aaron Kephart, Assistant Police Chief and Angie Alderson, City Clerk.

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

Council member Conrad moved, seconded by Council member Schultz, to approve the following item on the consent agenda: minutes from the September 7, 2016 regular Council meeting. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Bender and Conrad. Nays: None. Abstain: Landgrebe. Motion approved. (*Council member Landgrebe abstained as he was unable to attend the September 7, 2016 regular Council meeting.*)

Council member Conrad moved, seconded by Council member Morlan, to approve the following items on the consent agenda: Council accounts payable claims totaling \$126,116.51; Library accounts payable claims totaling \$8,523.41; City Clerk's August 2016 financial reports; payroll expenses, miscellaneous expenses, ACH and monthly transfers for August 2016; Tax Exemption Application for County Bank at 206 South Shuffleton Street (201 South Jefferson Street) (Resolution No. 2016-09-07); Liquor License Application for Casey's Marketing Company at 100 East Jackson Street for Class B Native Wine Permit, Class C Beer Permit (BC) and Sunday Sales; Mayor's Proclamation 2016-09-08 re: Designation of Halloween Trick or Treat Night; All Public Works Employees to attend a Safety Meeting sponsored by the Keokuk County Highway Department on Friday, September 30<sup>th</sup> from 7:00 a.m. to 3:30 p.m. at a cost of approximately \$15.00 each; Don Northup to attend the Iowa Association of Municipal Utilities 2016 22<sup>nd</sup> Annual Water and Wastewater Operator's Training Workshop on November 15-17, 2016 at a cost of \$235.00 and to use the City's credit card for hotel accommodations and meals; 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.

**Other City Business:** Fr. Charles stated that the Catholic Church had a water consumption over 100,000 gallons in August and typically the usage is between 1,000 and 2,000 gallons. Fr. Charles stated that he and Dave Thompson monitor the building every day checking for leaks, etc. They did not have any indication of that amount of water being used. They did have Dave Wallerich come to see if there was something seriously wrong in the plumbing, but nothing was found. The City later read the meter again and there had not been any water usage. City Clerk Alderson stated that the meter was read again on September 20<sup>th</sup> and there had been 2,000 gallons used since the reading on August 22<sup>nd</sup>. The meters are all digital and read electronically. Council member Landgrebe stated that in his opinion if the City reduced a bill for one person they should do the same this time. Council member McLaughlin stated that what is done from this point forward will need to be continued. Council member Schultz stated that all the water is processed, but a policy is not currently in place to address these situations. Council member Morlan moved, seconded by Council member Conrad, to approve adjusting the sewer operation and maintenance portion of the utility bill down to an average of the last six (6) months bills at 415 East Pleasant Valley Street. Upon the roll being called, the following voted Ayes: Morlan, Landgrebe, Bender and Conrad. Nays: McLaughlin and Schultz. Motion approved.

Council member Schultz stated the Public Safety Committee met and reviewed a list of nuisance properties and added three more. There are now seven properties being monitored.

**Park and Recreation:** A Park and Recreation Committee meeting is set for Tuesday, September 27, 2016 at 6:00 p.m.

**Street and Sanitation:** Mayor Glandon stated that Mark Seeley brought in a letter today requesting permission to close the intersection of Marion and Shuffleton Streets for approximately six (6) to eight (8) hours in about three (3) weeks to set up a 110-ton crane to move a modular building onto a foundation. County Bank is moving their modular building from Williamsburg to set on their lot (206 South Shuffleton Street) which is east of the main bank at 201 South Jefferson Street for additional office space. The street would need to be protected and Council would like the neighbors to be informed of the situation. Mr. Seeley is also asking for permission to close the sidewalk on the west side of Shuffleton Street from Marion Street to the first alley on the south and on the south side of Marion Street from Shuffleton Street to the first alley on the west at 7:00 a.m. on Thursday, September 22<sup>nd</sup>. The sidewalks will need to be closed for approximately three (3) weeks for construction. Sidewalk closed signs will be posted and barricades will be installed as required. These would be the sidewalks on both sides of the property at 206 South Shuffleton Street. The Council by consensus agreed these requests should be allowed.

**Water and Wastewater:** Director of Public Works I Northup stated he has met with Melanie Carlson and Matt Walker, both with French-Reneker-Associates, to review some preliminary drawings on how the lagoon system may be laid out. There will need to be a sewer committee meeting set to go over a few things and get questions answered. This meeting is set for Wednesday, September 28<sup>th</sup> at 9:00 a.m. at City Hall.

Council member Schultz moved, seconded by Council member Morlan, to approve Resolution No. 2016-09-09 re: Policy Governing Utility Billing Charges on High Usage Accounts. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

**Public Safety:** Assistant Police Chief Kephart reviewed the 28E Agreement with Alcoholic Beverages Division of the State of Iowa. Council member Landgrebe moved, seconded by Council member Bender, to approve a 28E Agreement for Tobacco, Alternative Nicotine and Vapor Product Enforcement and to authorize Allan Glandon, Police Chief, to sign the agreement. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

**Finance:** Council member Conrad moved, seconded by Council member Landgrebe, to approve the following Community Betterment Projects: \$806.39 for Library conference and associated costs. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

**City Clerk:** City Clerk Alderson reviewed the annual Street Finance Report. Council member Schultz moved, seconded by Council member Conrad, to approve the Fiscal Year 2016 Iowa Department of Transportation Street Finance Report and related resolution (2016-09-10). Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

City Clerk Alderson stated that the budget needed to be amended to include the new debt service and budgeting to spend those funds. All the changes were reviewed and questions answered. Council member Landgrebe moved, seconded by Council member Schultz, to set the date and time for a public hearing re: City Budget Amendment for Fiscal Year 2017 as Wednesday, October 19, 2016 at 6:00 p.m. Upon the roll being called, the following voted Ayes: McLaughlin, Schultz, Morlan, Landgrebe, Bender and Conrad. Nays: None. Motion approved.

The October 5<sup>th</sup>, 2016 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 6:44 p.m.

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Douglas L. Glandon, Mayor

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