

**CITY OF SIGOURNEY, IOWA  
MINUTES OF SPECIAL CITY COUNCIL MEETING OF  
WEDNESDAY, SEPTEMBER 23, 2020**

The Sigourney City Council met in special session in the Council Chambers at City Hall on Wednesday, September 23, 2020 with Mayor Glandon presiding and the following Council members answering roll call: Schultz, Morlan, Conrad and McLaughlin. Others present were: Christie Iosbaker, Sigourney News Review; Matt Walker, French-Reneker-Associates; Joe Eiben, Atwood Electric; 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 McLaughlin moved, seconded by Council member Morlan, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the following items on the consent agenda: Council accounts payable claims in the amount of \$24,849.37 and a Community Betterment Project in the amount of \$1,000.00. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

**Additional City Business:** Mayor Glandon explained the Wellmark Foundation grant is for the pickleball courts and is in the amount of \$25,000.00. Council member McLaughlin moved, seconded by Council member Conrad, to approve the Wellmark Foundation Grant Agreement and to authorize the Mayor to electronically sign this document. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

Mayor Glandon explained the IEDA grant is for the façade improvements (*Downtown Revitalization*). Council member Conrad moved, seconded by Council member Schultz, to approve the Iowa Economic Development Authority Community Development Block Grant (CDBG) Program Contract. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson explained the costs for this additional security through Access Systems. This is more for malware and ransomware as well as e-mail. This is not a backup for e-mail. There is 24 / 7 monitoring, and this will help isolate anything that may slip through. The City Clerk's office has been receiving a lot of e-mails lately that are being deleted as they seem suspicious. The cost the City Clerk was quoted \$75.20 per month and these payments would not start until January 1, 2021. The City Clerk also asked about removing two of the Police Department computers from the IT Care as they are not being used. City Clerk Alderson reviewed her spreadsheets which shows the breakdown for each of the charges. Council member Schultz moved, seconded by Council member Morlan, to approve the Advanced Cybersecurity Protection with Access Systems and authorize the Mayor to sign this contract. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson explained an ICAP (Iowa Community Assurance Pool) representative reviewed some of the City's administrative policies and asked the City to update the following policies. The first policy allows the City to check employee driver's licenses. The second policy involves employees that drive their personal vehicles for City business and that proof of liability on personal vehicles must be provided. The requested insurance coverage recommendations from the State of Iowa are \$20,000/\$40,000. The City Clerk is asking that this amount be \$100,000/\$300,000 and to say this is greater than the State of Iowa recommendations.

Council member McLaughlin moved, seconded by Council member Morlan, to approve the Requirement of a Valid State Driver's License Policy. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member McLaughlin, to approve the Motor Vehicle Operators Policy. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

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

**Water and Wastewater:** Director of Public Works I Northup reported on the Water Main Project. He stated the line across the Country Club was filled and will be pressure tested tomorrow. Once this passes a bacteria test will be done. The next portion of this project will be from the 100 block of North Main to the Casey's corner (*Highway 149 and Highway 92 intersection*).

Matt Walker, French-Reneker-Associates, stated there were approximately 3400 feet of pipe installed during this pay period along with one tie-in at the water tower. Pay Estimate No. 2 is in the amount of \$161,594.56. The project is roughly 40% complete. Mr. Walker stated there was an issue with the tie-in at the water tower. They were not being able to get a valve closed so they had to do a water stop. This means a plug was inserted in the water main so it could be stopped and then the water main tie-in could be done. There will be a Change Order at the next Council meeting for this. Council member Conrad moved, seconded by Council member Schultz, to approve Pay Estimate No. 2 Request from KLC Construction LLC for Proposed Water Main Improvements – CDBG #19-WS-16 – Sigourney, IA (Project #18-113/20-057). Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

Matt Walker, French-Reneker-Associates, stated there were five bidders for the proposed wastewater treatment plant improvement project, but it did come in quite a bit higher than anticipated. Mr. Walker reviewed some the line items on the bid tab. The specs were written that due to budgeting the City can cut up to 30% of the project. If awarded to the low bid, a schedule of values for bid item #26 Remaining Project would be requested. This would break out all the costs for the other items. Then City can go through and pare down if the City chooses to bring the dollar amount down to what the City is comfortable with. All the paperwork for Boomerang is in order and they are the apparent low bidder. Council member Schultz reviewed the timeline for the project and as this project is running behind it is not surprising the costs are higher. Council member Schultz stated the SAGR was the Council's pick after visiting other sites and what other cities are doing. The financing was also reviewed to determine how this could be paid for. The discussions regarding the items for the final project has already been done, so he is not anticipating many changes. There is a \$500,000.00 Community Development Block Grant to be applied to this as well as borrowing from the State Revolving Fund. Council member Schultz stated the Council has been proactive in the financing of this project. Council member Schultz moved, seconded by Council member Morlan, to approve Resolution No. 2020-09-07 re: Bid Award for the Proposed Wastewater Treatment Plant Improvements – Sigourney, Iowa – 2020 with the low bid going to Boomerang Corporation out of Anamosa, Iowa, and pending DNR (Department of Natural Resources) and SRF (State Revolving Fund) concurrence. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

**Public Safety:** Council member Conrad moved, seconded by Council member McLaughlin, to approve the second reading amending the Sigourney Code of Ordinances – Title III Community Protection – Chapter 15 Utility Trail Vehicles (UTV)s. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Conrad, to approve waiving the third reading amending the Sigourney Code of Ordinances – Title III Community Protection – Chapter 15 Utility Trail Vehicles (UTV)s. Upon the roll being called, the following voted Ayes: Schultz, Morlan, Conrad and McLaughlin. Nays: None. Motion approved.

**Public Input:** There was not any public input.

The meeting was adjourned by acclamation at 6:31 p.m.

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Douglas L. Glandon, Mayor

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