

CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, APRIL 17, 2024

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, April 17, 2024, with Mayor Pro tem McLaughlin presiding and the following Council members answering roll call: Iosbaker, Lentz, Schultz, Clark and Conrad. Others present were: Ron Meyer; Steve Shettler, Steve Shetter Media; Casey Jarmes, Sigourney News Review; Don Northup, Director of Public Works I; Brent Gilliland, Director of Public Works II; Doug Glandon, Code Enforcement Officer; Kris Metcalf, Police Chief; Beckie Appleget, Office Assistant; and Angie Alderson, City Clerk.

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

Council member Conrad moved, seconded by Council member Clark, to approve the following items on the Consent Agenda: Minutes of the regular Council meeting of April 3, 2024; Douglas A. Glandon to attend the Nuisance Abatement Conference sponsored by the Iowa League of Cities on Thursday, May 23rd at Simpson College, Indianola, Iowa at a cost of \$80.00; Beckie Appleget to attend the Iowa Municipal Professionals Institute in Ames held June 24-27, 2024 and to use the City's credit card for hotel accommodations and meals; Tax Exemption Application for Jerry and Ashlee Smithart, 326 West Clark Street, Sigourney, Iowa (Resolution No. 2024-04-9); credit card report; and the time and place for the May 1, 2024 regular Council meeting is 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Iosbaker, to approve the remaining item on the Consent Agenda: Council Accounts Payable Claims in the amount of \$57,032.12. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Schultz, Clark and Conrad. Nays: None. Abstain: Lentz. Motion approved. *(Council member Lentz abstained as her brother owns Atwood Electric.)*

Public Hearing: Mayor Pro tem McLaughlin stated it was the time and place for the public hearing on the proposed budget estimate for Fiscal Year July 1, 2024 – June 30, 2025. Council member Iosbaker moved, seconded by Council member Conrad, to open the public hearing on the proposed budget estimate for Fiscal Year July 1, 2024 – June 30, 2025. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved and the public hearing was opened at 6:02 p.m.

Mayor Pro tem McLaughlin stated the proposed City Budget ending June 30, 2025 was published according to law on April 3rd, 2024. Mayor Pro tem asked the City Clerk if there were any written objections to the City Budget and City Clerk Alderson stated there were not.

Council member Conrad asked if there were any questions. The Finance Committee has reviewed the budget for the upcoming year and tried to maintain services that we currently have. In light of increasing costs that has been a little bit of a challenge. There was also dealing with the new regulations established by the state legislature as far as what the maximum the City could budget for. Some items were removed. Previously there was a separate tax for Memorial Hall and we budget for the regular budget and Memorial Hall. We can no longer do this. Now we have to determine how much the City is going to budget for Memorial Hall and how it was all going to be maintained. The tax rate is substantially the same as last year. Mayor Pro tem McLaughlin asked again if anyone had any questions or comments and hearing none asked for a motion to close the public hearing.

Council member Schultz moved, seconded by Council member Lentz, to close the public hearing on the proposed budget estimate for Fiscal Year July 1, 2024 – June 30, 2025. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved and the public hearing was closed at 6:05 p.m.

Council member Conrad moved, seconded by Council member Lentz, to approve Resolution No. 2024-04-10 to adopt the City Budget for Fiscal Year July 1, 2024 – June 30, 2025. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Additional City Business: Council member Iosbaker, Keokuk County Economic Development, stated there was a very good meeting this week with the board and additional members. They covered a number of topics regarding activities with the ISU Extension. There was a good thorough report for the Sigourney Schools from Superintendent Hatfield. They discussed the Car Show and marketing and getting that under way. There are a number entries already entered. The Farmer's Market is very well organized. The Grants and Finance Committee is becoming active as they look for sources of funding for two purposes. One is to help organizations within the County that have certain needs

and approach KCED and they already have one business that has approached them looking for assistance or grant money or other sources of funds for a project. The second purpose is for projects KCED would like to undertake themselves. This is at the very beginning stages as they are trying to work out the rules of engagement and specific goals. They are making good progress. There is some interest in properties at the Industrial Park. They had a conversation about the possibility of resurveying the Industrial Park so there are smaller parcels available for businesses. They are not attracting heavy industry that was thought to happen in the 90s, so they are making an adjustment to accommodate the smaller types of businesses. To closeout the meeting they had a presentation from Adam Clark, a candidate for Sheriff. It was very well received by the group and was an excellent presentation.

Street and Sanitation: Council member Schultz stated the Street and Sanitation Committee met and have some recommendations. Council member Schultz stated sanitation is a proprietary fund and must be self-supported. This year the recommendation is for a little larger increase than what we had been accustomed to. The rates are looked at every five years and recommendations are made for the upcoming fiscal year projections for the next four years. The good thing is that the Council goes back and looks at these rates every year and a decision is made as to whether to continue with the proposed rate or if it could be modified which could be up or down. The discussion for garbage pickup is the flat rate would go to \$12.55 from \$11.41. That is a ten percent (10%) increase. In the following years, the recommendation is for a five percent (5%) increase each of those four years. This is not what the Committee wants to do, but they have to. Also discussed were containers (dumpsters). The privately owned containers would move from \$20.00 to \$30.00 per discharge. The City owned containers would go from \$25.00 to \$35.00 per discharge. Outside the City limits the discharge cost increases. Council member Schultz moved, seconded by Council member Conrad, to approve the recommendation regarding the sanitation rates and container rates. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Water and Wastewater: Council member Iosbaker stated the Water and Wastewater Committee met and discussed recommendations regarding water rates, water surcharge rates and bulk water rates. As stated earlier there is a need to increase rates. A proposal was discussed to increase the rates for the base water rate (the first 1,000 gallons) and for beyond the first 1,000 gallons to be increased by ten percent (10% percent). This was discussed and considered necessary not only to insure that the City can cover the costs for the services provided and to accumulate the necessary funds to deal with the inevitable maintenance and breakage that needs to be addressed when it takes place. The new current rate is \$21.60 and at a ten percent (10%) increase that would go up to \$23.76. After the first 1,000 gallons, the Committee agreed to recommend that the rate is raised from \$5.50 to \$6.00. There was discussion regarding the accommodation of households on fixed incomes and lower income households to keep the increase lower for the first thousand gallons. However the Committee decided against that as one cannot necessarily determine based on the assumption of a single occupant household that the effect would be as desired because one could image a household with several children where there would be no way to keep usage under 1,000 gallons. The water surcharge rate was considered and the recommendation is to elevate from \$4.75 to \$5.00 to cover maintenance activities. The last discussion was regarding the bulk water rate (sales). This addresses consumption typically by commercial operations. This could be the organizations that work on the streets and the usage of that is typically passed on directly to the customer/user. Currently we are charging \$35.00 for the first 1,000 gallons and \$10.00 for each additional 1,000 gallons used. A lot of water can be consumed depending on the project. The Committee decided, after some discussion, was to charge bulk water sales at twice what the residential cost is. The first 1,000 gallons it would be \$47.52 and for additional 1,000 gallons it would be \$12.00. These bulk water rates will be based on the current rates and go up accordingly. Council member Iosbaker moved, seconded by Council member Schultz, to approve the recommendations regarding the water rates, water surcharge rates and bulk water rates. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Council member Iosbaker stated currently all residents are required to make a deposit of \$125.00, homeowners and renters. Due to increased costs as previously discussed, the Committee believes it is appropriate to increase the deposit amount. The discussion was to make the new deposit \$150.00 based on usage and cost. There was additional conversation that it might be appropriate for the Committee to consider and ultimately recommend a higher deposit for rental properties. The reason for this is that statically there is a greater probability when renters vacate the premise that there may be an outstanding water bill. So not only did the Committee consider raising the rates for the residents in general it was ultimately decided that it would make sense to increase the deposit amount for renters such as it is greater than for homeowners. The recommended deposit for rental properties for utilities the Committee suggests \$200.00 and then \$150.00 for homeowners. Council member Conrad moved, seconded by Council member Iosbaker, to approve the recommendation to increase the customer utility deposits. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Director of Public Works I Northup stated this summer they are planning a water main project on the 500-600 block of Cherry Street. This will be a little under 1,000 feet. They have consistent breaks on this stretch of water main. The Public Works Department will replace the main that is there. Council member Iosbaker moved, seconded by Council member Conrad, to approve the recommendation for the water surcharge project. Upon the roll call being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Council member Lentz stated the Sewer Committee is recommending a ten percent (10%) increase on the flat rate and a five percent (5%) for the next four years with the discussions every year to see if that will work. On the O & M (Operations and Maintenance) rate increasing it from \$5.50 to \$6.00. Council member Lentz moved, seconded by Council member Schultz, to approve the recommendations regarding sewer rates and sewer operating and maintenance rates. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

City Clerk Alderson stated that every month she moves \$30,000.00 from the Sewer Revenue to the Sewer Sinking (Sewer Debt Service Fund). The annual principal and interest payments are right around \$350,000.00. In 2015 the City Council, trying to be proactive, moved \$12,000.00 per month and later \$15,000.00 per month out of the Sewer Fund to the Sewer Project Fund so the City would be ready when the project started. The amount moved was \$1,076,000.00 in anticipation of this project. Some of the money was spent on fees such as engineering that had to be done before our loan was approved. This eliminated the need to borrow money. Since there is quite a bit left the City Clerk would like to move \$20,000.00 from the Sewer Fund to the Sewer Sinking Fund and \$10,000.00 from the Sewer Project Fund to the Sewer Sinking Fund. The payments will still be made, but ease up the pressure on the Sewer Fund a little bit. Council member Schultz moved, seconded by Council member Lentz, to approve the recommendation to change the sewer revenue bond payments. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

Public Safety: Council member Clark explained the quotes for the one-time fees and monthly fees with MCG for the camera project. This is for internet connection to the nine locations for the cameras throughout the City. The internet connection is needed to get the information back to the vault and where it can be reviewed. The one time hook up fees are \$125.00 per location and the \$69.99 will be a monthly fee per location for the nine cameras. Last year the Council approved \$150,000.00 for the camera project and this will be where these fees are paid from. Council member Clark moved, seconded by Council member Iosbaker, to approve the quotes for the one-time fees and monthly fees with MCG for the camera project. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

City Clerk: Council member Conrad moved, seconded by Council member Clark, to set the date and time for a public hearing re: City Budget Amendment for Fiscal Year 2024 as Wednesday, May 15th, 2024 at 6:00 p.m. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

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Public Input: There was no public input.

Council member Lentz moved, seconded by Council member Clark, to adjourn the meeting. Upon the roll being called, the following voted Ayes: McLaughlin, Iosbaker, Lentz, Schultz, Clark and Conrad. Nays: None. Motion approved.

The meeting was adjourned at 6:33 p.m.

Connie McLaughlin, Mayor Pro tem

ATTEST: _____
Angela K. Alderson, City Clerk