

CITY OF SIGOURNEY, IOWA
MINUTES OF REGULAR CITY COUNCIL MEETING OF
WEDNESDAY, AUGUST 3, 2022

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, August 3, 2022, with Mayor Pro tem McLaughlin presiding and the following Council members answering roll call: Lentz, Tish, Clark and Conrad. Others present were: Rodger Aller; Wayne Chmelar; Casey Jarmes, Sigourney News Review; Don Northup, Director of Public Works I; and Angie Alderson, City Clerk.

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

Council member Clark moved, seconded by Council member Conrad, to approve the following items on the Consent Agenda: minutes of regular Council meeting of July 20, 2022; Council accounts payable claims in the amount of \$29,205.20; Community Betterment Request - \$1,000.00 additional cost for the 95 feet of concrete for curb and gutter on South Shuffleton Street project; credit card report; and the time and place for the August 17, 2022 regular Council meeting will be at 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Public Hearing: Mayor Pro tem McLaughlin stated it was the time place for the Public Hearing. Council member Conrad moved, seconded by Council member Lentz, to open the public hearing regarding the proposed plans, specifications, form of contract and estimate of cost for the 103 South Jefferson Street Upper-Story Housing Project CDBG #20-CVN-009 in the 100 Block of South Jefferson Street. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved and the public hearing was opened at 6:02 p.m.

City Clerk Alderson stated this project will improve one building in the 100 block of South Jefferson Street in downtown Sigourney by providing an additional housing unit. The estimated cost of the project is \$305,790.00. Funds for the project are coming from the City of Sigourney, the building owner and the Iowa Economic Development Authority through the CDBG program. Bids for work will be accepted until 10 a.m. on Tuesday, August 16th. Sealed proposals will be opened, and bids tabulated at a public meeting, presided over by the City Clerk or their designee, in the Council Chambers at City Hall, 100 North Main Street, Sigourney, Iowa 52591. The full specifications book and set of drawings are available at City Hall for bidders and the public to view.

The City's share of the project is \$5,000.00. Council member Tish asked if it was ever decided if the language for the bid notice needed to be changed to allow the City to not always accept the lowest bid. City Clerk Alderson stated that the Iowa League of Cities states we do not have to take the lowest bid. In conversations with Rod Curtis regarding the Community Development Block Grant the City would need to be able to explain why they did not accept the lowest bid. City Clerk Alderson stated she would talk with Brad Grefe, Area 15 Regional Planning Commission, to see if any language needed to be changed.

Council member Tish moved, seconded by Council member Lentz, to close the public hearing regarding the proposed plans, specifications, form of contract and estimate of cost for the 103 South Jefferson Street Upper-Story Housing Project CDBG #20-CVN-009 in the 100 Block of South Jefferson Street. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved and the public hearing closed at 6:06 p.m.

Council member Conrad moved, seconded by Council member Tish, to approve Resolution No. 2022-08-01 approving the proposed plans, specifications, form of contract, and estimate of cost for the 103 South Jefferson Street Upper-Story Housing Project CDBG #20-CVN-009 in the 100 Block of South Jefferson Street. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Additional City Business: City Clerk Alderson stated a change has been made since the Council first received a copy of the agreement being considered for an observer for the Façade Project. There is an Exhibit B at the end of the contract that needed to have dollar amounts filled in. The City has a resolution outlining the insurance requirements, so Exhibit B was changed to state as provided in the City's resolution. Mayor Pro tem McLaughlin asked about the liability insurance to be provided by Mr. Aller. City Clerk Alderson stated she had a conversation with Mr. Aller and his request was \$20.00 to \$25.00 per hour, so she put \$25.00 an hour in as that would more

than cover the liability insurance coverage. Mr. Aller stated that it was much cheaper to pay an annual fee than to pay monthly. City Clerk Alderson stated that she put a \$5,000.00 as a total amount to be paid and she feels this is high, but hopefully everything would be covered. Council member Clark asked Mr. Aller if the City was too late to do something like this and Mr. Aller responded that is definitely late, but not being in on the project earlier and not having any background, he will need to spend some time catching up. He would like to make his own determinations. Mr. Aller stated he is not there to find problems, but to solve problems to a point. He would just keep the Council informed of things he sees; he would not be making decisions. Mr. Aller did this type of work for thirty years at the University of Iowa. He would like to get to know the contractor. Council member Conrad stated he thinks \$5,000.00 is a good investment as we have concerns, and this would be the best way to get eyes on the project. Council member Clark moved, seconded by Council member Tish, to approve the agreement for professional services for the City of Sigourney and to hire Rodger Aller at \$25.00 per hour and not to exceed \$5,000.00. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Lentz, to approve Application and Certificate for Payment No. 9 to R.G. Construction for the Sigourney CDBG Façade Improvement Phase I Project. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson reviewed the information she had received from the Sigourney News Review. She stated that the City has not participated in something like this, but no one had ever sent her information before. Mayor Pro tem McLaughlin asked where the money would be paid from, and City Clerk Alderson responded there are a couple of options. The Council discussed how this would work and whether this was a good way for the City to show support for the schools and community. Council member Tish moved, seconded by Council member Conrad, to not participate in the 2022-2023 Promo Pack and Ad Series for The News-Review. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Street and Sanitation: Council member Clark asked if anything could be added to the Ordinance amendment as he would like to add something he read in another section of the City's Code of Ordinances regarding the Mayor or his designee being able to make anyplace no parking if they feel it is a traffic hazard or not safe. He would like to add this language. Public Works Director I Northup asked if this was in an emergency situation and Council member Clark did not think so. City Clerk Alderson stated this could be discussed at a Street and Sanitation Committee meeting and the first reading can be repeated with the additional language. Council member Lentz moved, seconded by Council member Conrad, to approve the first reading of Ordinance Title III – Community Protection, Chapter 3 – Traffic Code, 3-3-28 Stopping, Standing or Parking Prohibited on Specified Places. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Mayor Pro tem McLaughlin asked if the other cities in the county are paying for anything toward the recycling usage. Council member Conrad moved, seconded by Council member Tish, to approve the City of Sigourney – Keokuk County Recycling Amended 28E Agreement increasing the City's share to \$1,900.00 per month. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

As Council member Iosbaker, Street and Sanitation Committee Chairperson, was unable to attend this meeting, it was decided to set this meeting up at a later time.

Water and Wastewater: Public Works Director I Northup updated the Council on the wastewater project. He stated they had met with the SAGR system people and Matt Walker, French-Reneker and Associates. They fired up the new blowers and went through the SAGR systems and laid things out. If everything stays on schedule, we should be filling the SAGR systems in October or November to be operated this winter. At that point everything would be on the new system and should be running, if there are not major breakdowns, etc.

Council member Clark moved, seconded by Council member Conrad to approve Pay Estimate No. 18 from Boomerang Corp. for Proposed Wastewater Treatment Plant Improvements – CDBG #19-WS-009 – Sigourney, IA – SRF#CS192087001. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Public Works Director I Northup stated the City has six wells, but two of them are exposed to the elements and they freeze in the wintertime and create a lot of problems. They are very good wells and produce a lot of water. He has met with Northway, a company the City has worked with for over thirty years. There is a system called a pitless adapter. The Jordan Well uses this system. Basically, everything goes underground, all the piping, and nothing will freeze. Public Works Director I Northup explained how this works. The bad thing with the wells when they just sit, they become stagnant and get an iron bacteria build up. We are an iron removal plant because we get a lot of iron and manganese in our water. Other solutions have been tried over the years, but nothing has worked. Well No. 1 will cost around \$30,000.00 and Well No. 2 was around \$49,000.00. The reason for the price difference is because Northway has a pitless adapter that another city used for a few months and then the other city lost their well. That pitless adapter was used for a few months, there is nothing wrong with it and Northway is going to sell it to us at a reduced cost. It does not have a lot of wear and tear on it. These wells are great and produce a lot of good water. When these freeze, we are on the Jordan Well and the water is harder. It costs more money to treat the Jordan Well because of the ammonia and hardness. This will cost around \$80,000.00 and he is asking for \$100,000.00 in case they run into any problems. Mayor Pro tem McLaughlin asked if this money would need to be borrowed. City Clerk Alderson stated they were proposing borrowing from the Water Improvement Fund. This was done in 2018 when the meters were replaced throughout the City, and we are proposing doing this again. There is currently \$275,000.00 in this fund and the Water Fund pays back \$3,000.00 per month. City Clerk Alderson does not think the Water Fund can pay back much more than \$3,000.00 or \$4,000.00 per month at this time. There is approximately \$15,000.00 to \$25,000.00 in the Replacement Fund for well repairs if needed. There is a line account in the water fund budget for well repair as well. Public Works Director I Northup usually cleans one well annually on a rotating basis. City Clerk Alderson explained the Improvement Fund can be used to help make debt payments if needed, but it can also be used for emergency repairs, etc. Using the City's own money saves from borrowing from another institution and the costs and interest associated with that. Council member Clark asked if this would raise the utility bills and City Clerk Alderson stated she did not think this would raise the bills any more than normal. This will be done before wintertime. Wayne Chmelar asked how deep the wells are and how far below ground the pitless adapters will be. Public Works Director I Northup responded the wells are 250 to 300 feet deep and the pitless adapter will be set approximately six feet below ground level. Council member Clark moved, seconded by Council member Conrad, to approve Resolution No. 2022-08-02 re: Interfund Operating Usage from the Water Improvement Fund 603 to Water Fund 600. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Public Safety: As Council member Iosbaker is absent it was decided to set this up later.

Finance: City Clerk Alderson stated the annual audit for Fiscal Year 2022 will start on August 22nd.

Public Input: There was no public input.

The meeting was adjourned by acclamation at 6:39 p.m.

Connie McLaughlin, Mayor Pro tem

ATTEST: _____
Angela K. Alderson, City Clerk