

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, JULY 20, 2022**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, July 20, 2022, with Mayor Morlan presiding and the following Council members answering roll call: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Others present were: Jerry Wohler; 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 McLaughlin moved, seconded by Council member Lentz, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

Council member Clark moved, seconded by Council member Iosbaker, to approve the following items on the Consent Agenda: minutes of regular Council meeting of July 6, 2022; Council accounts payable claims in the amount of \$104,279.71; Library accounts payable claims in the amount of \$8,324.66; City Clerk's financial reports for May 2022; payroll expenses, miscellaneous expenses, ACH and monthly transfers for May 2022; Brent Gilliland to attend the 2022 Fall Conferences in Dubuque, Iowa – sponsored by the Iowa Rural Water Association and to use the City's credit card for hotel reservation(s) and meal(s); Resolution No. 2022-07-01 re: Temporary Street Closing for National Night Out on August 2, 2022; credit card report; and the time and place for the August 3, 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, McLaughlin and Iosbaker. Nays: None. Motion approved.

**Additional City Business:** Council member McLaughlin moved, seconded by Council member Conrad, to approve Resolution No. 2022-07-02 re: setting the date and time for a public hearing on considering the plans, specifications, form of contract and estimate of cost for the IEDA (Iowa Economic Development Authority) for 103 North Jefferson Upper-Story Housing Project (IEDA CDBG #20-CVN-009) and changing "103 North" to "103 South". Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

Council member Iosbaker stated the Streets and Sanitation Committee discussed this last week and it was determined it would appropriate to put up "No Parking" signs on North Warren Street and South Cherry Street. To be consistent with the parking sign strategy they would be on the east side. On South Cherry Street the sign will be a "No Parking Here To Corner" and will be on the west side. There is currently a "No Parking Here To Corner" sign on the east side, but if vehicles are parked on this street there is a visibility problem. Council member Iosbaker moved, seconded by Council member Tish, to approve "No Parking" signage on North Warren Street and South Cherry Street. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

Council member Iosbaker stated this was discussed in the Street and Sanitation Committee meeting as well. The information the City has is that the new pick up and drop offs on South Shuffleton Street across from the Sigourney Elementary School has been piloted and is working well. There was a request to put a "No Drop Off" sign on the east side of the street, so there is only drop off on the west and kids do not have to cross the street. The Street and Sanitation Committee recommends we should do this. Council member Clark asked how this would be worded as an ordinance to state the fine. City Clerk Alderson stated that Council member Tish has made a good suggestion regarding the verbiage on the sign, but as this is not a standard sign Director of Public Works II Gilliland is working on getting some prices. Council member Iosbaker moved, seconded by Council member Clark, to table the approval of signage on South Shuffleton Street across from the Sigourney Elementary School. Upon the roll being called the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

Mayor Morlan stated he has talked with Tim (RG Construction Project Manager), who has talked with Amanda (Barn Wired), They think they have things worked out, although Amanda is not completely happy. The construction part of the project is expected to be finished next week. They will still be painting, and the roofers may still be doing some things. The schedule that was received looks like they will be done in September. Council member Conrad moved, seconded by Council member Clark, to approve Application and Certificate for Payment No. 8 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, McLaughlin and Iosbaker. Nays: None. Motion approved.

Public Works Director I Northup stated we have had fees for equipment usage and labor for years. Sometimes we have to mow someone's property or clean it up and these are fees charged. This is the first time we have updated the fees. There are standards for equipment usage and the City's needs updated. Several other cities were contacted as well as the Iowa Department of Transportation website. The Street and Sanitation Committee recommends the resolution to be updated. Council member McLaughlin moved, seconded by Council member Conrad, to approve Resolution No. 2022-07-03 re: establishing fees for equipment usage and labor. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

Council member Tish stated the Social Media and Communications Committee is continuing with their work on a social media policy.

Council member Iosbaker reported the Car Show went well. He has checked with the businesses that were open during the event and they stated they did well. He also stated the Child Care Project surveys are being extended. They were supposed to conclude on the 15<sup>th</sup> of July, and this is being extended to August 4<sup>th</sup>. This is due to not as many responses as they had hoped. They are having low response from businesses. Only five businesses have responded with 147 entities having filled out the parental survey, but not all of those have been completed. This is very important so proper planning can be done in August and September. SADC has students from the schools working on a website for them. There was a presentation given at the last board meeting.

**Street and Sanitation:** Council member Iosbaker reviewed the Street and Sanitation Committee meeting. The Committee also discussed campers, trailers, etc. parked on City streets. Some of the discussion involved the Zoning Ordinance and will need to go before the Planning and Zoning Commission. The Committee also discussed horse manure on the City streets. There was discussion of the horses having bags instead of the City having to sweep it up. Other than parades, where there should be a sweeper. Public Works Director I Northup stated that he has talked with an employee from the City of Kalona. He was told they did have an ordinance, but do not anymore because there was not a way to enforce it. Unless you see the horse how do you enforce it. In Kalona there are hitching posts and the businesses will clean this up if it gets bad. If the manure is dry the City will pick it up with their sweeper. Council member Iosbaker asked if the City was content and Public Works Director I Northup stated that as long as it is dry, he will use the sweeper, but not if the manure is moist. Mayor Morlan stated there has been some on Main Street and Jackson Street and the residents are complaining they do not appreciate it. Council member Iosbaker stated that if the horse is hitched and there is a bag with at least a reasonable probability of catching this. Mayor Morlan stated there is also a bag you can strap to the back of the horse. One of the biggest issues is when the families go to Legion Park a couple times a year and they tie the horses up on the north side by the pool. That road is sealcoat, and the City cannot sweep sealcoat.

**Water and Wastewater:** Mayor Morlan asked how the wastewater plant project was going. Public Works Director I Northup stated the contractor is down to a punch list. The Public Works Department will have training on August 2<sup>nd</sup>. They should be running by winter. Everything is running and they have flow through the pipes, but they are not into the SGAR systems yet. They have not filled the new cells yet but will later this summer. Council member Iosbaker moved, seconded by Council member McLaughlin to approve Pay Estimate No. 17 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, McLaughlin, Iosbaker. Nays: None. Motion approved.

**Public Safety:** Council member Clark reviewed the Public Safety Committee meeting. The Committee has reviewed applications for the Chief position and there were roughly thirty applicants. There were only approximately eight that provided all the documentation required. The eight were narrowed down to five. They are trying to set up a couple dates to do Zoom meeting interviews and then go from there.

**Finance:** City Clerk Alderson stated the City switches between banks every two years. Each bank has their own check machine the City uses to run the checks through for our deposits. The remote deposit services agreement with County Bank is their contract. It would have been signed four years ago. The agreement covers what we can and cannot do, equipment requirements on the City's side, etc. County Bank does not charge the City to use their machine and we allow them to put their software on our computers. Council member Lentz moved, seconded by Council member Iosbaker, to approve the Remote Deposit Services Agreement with County Bank. Upon the roll being called, the following voted Ayes: Lentz, Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Motion approved.

**Public Input:** City Clerk Alderson stated staff will be starting to use the new software in the office in August and would like to use the Council to experiment with. If interested, the Council would need to share their email and cell phone numbers.

Council member Lentz asked about the tornado siren and if the testing was done on a set schedule. Mayor Morlan stated that from the Emergency Management meeting he attended, the Sheriff's Office takes care of setting off the sirens for the entire county. The City is no longer a part of this decision.

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

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Connie McLaughlin, Mayor Pro tem

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