

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, JUNE 7, 2023**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, June 7, 2023, with Mayor Pro-tem McLaughlin presiding and the following Council members answering roll call: Iosbaker, Lentz, Tish, Clark and Conrad. Others present were: Rodger Aller; Casey Jarmes, Sigourney News Review; Jacob Glandon; Adam Klett; Kim Reed; Doug Glandon, Code Enforcement Officer; Don Northup, Director of Public Works I; Beckie Appleget, Office Assistant; and Angie Alderson, City Clerk.

The meeting was called to order at 6:01 p.m. Council member Lentz moved, seconded by Council member Tish, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Clark moved, seconded by Council member Iosbaker, to approve the following items on the Consent Agenda: Minutes of the Regular Council Meeting of May 17, 2023; Council Accounts Payable Claims in the amount of \$160,820.57; City Clerk Financial Reports for April 2023; payroll expenses, miscellaneous expenses, ACH and monthly transfers for April 2023; Resolution No. 2023-06-01 re: Temporary Closing of Parking Spaces on the Square; virtual attendance to the 2023 Iowa League of Cities Small City Workshops in June at a Cost of \$25.00 each; Cigarette / Tobacco / Nicotine / Vapor License Renewal list; Mayor and Council members attending the Iowa League of Cities Annual Conference in Waterloo, Iowa at a Cost of \$220.00 per person and to use the City's credit card for hotel and accommodations and meals; Liquor License Application for Kiwanis Club of Sigourney, Iowa at 111 South Jefferson Street, Sigourney, Iowa for a five (5) day Special Class C Retail Alcohol License and Outdoor Service; Community Betterment Project(s); credit card report; and the time and place for the June 21, 2023 regular Council meeting will be at 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

**Additional City Business:** Jacob Glandon is a Commercial Freelance Photographer. Mr. Glandon presented a one-minute video for the Council to see of the City. He included a voice over, but this will be redone tomorrow. He is looking for some feedback from the Council. Mr. Glandon stated this is for a contest that every city in Iowa can enter a video that is no longer than a minute. If the contest is won, a mural will be put in town. This would boost tourism and there is the added exposure of everyone in Iowa getting to see what Sigourney is about. Mr. Glandon stated he has done his best to fit in as much as possible. Council member Iosbaker stated that he liked the effort. This will be a second video that has been done locally and is updated. Council member Tish stated that there are so many businesses that do a lot, she would suggest that instead of listing businesses she would suggest saying that items are available in town. Mr. Glandon explained the voting process and other criteria needed to win. Council member Clark asked if this could be put on the City's social media pages to remind people to vote and how this works. Council member Clark moved, seconded by Council member Iosbaker, to approve Jacob Glandon to enter the Our COMMUNITY Video Contest sponsored by the Iowa Economic Development and Iowa Finance Authority on behalf of the City. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson reminded the Council that she had explained previously that Adam Klett would be purchasing Kim Reed's building (*114 East Washington Street*). The agreement with Mrs. Reed would be finished and if approved Adam Klett would be the recipient of the remainder of the grant. The Development Agreement is the same with some date changes and the removal of the Tax Abatement information as this has been approved and will follow the building. Council member Iosbaker moved, seconded by Council member Tish, to approve the Development Agreement between Adam Klett and the City of Sigourney re: Iowa Economic Development Authority – Iowa Downtown Resource Center – Community Catalyst and Remediation Grant Program for 114 East Washington Street. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson explained there is an agreement between the City of Sigourney and IEDA (*Iowa Economic Development Authority*) and this letter is asking for a change to this contract extending the date to June 30, 2024 and give Mr. Klett a year to finish the work and ask for the remainder of the grant dollars. Council member Clark moved, seconded by Council member Conrad, to approve a letter requesting a time extension and amendment to the Community Catalyst Building Remediation Grant Agreement 20-CTBF-25 with the Iowa Economic Development Authority. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson stated there is a contract for Jennifer Handling and Revolution Band that would be playing on Monday, July 3<sup>rd</sup>. Council member Iosbaker moved, seconded by Council member Clark, to approve a contract for musical services with Jennifer Handling and Revolution Band during the July 4<sup>th</sup> Celebration. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Rodger Aller stated there have been a couple small items done on the south side of the square for the Façade project. To Mr. Aller's knowledge R.G. Construction is going to hire someone to finish up the windows for 101 East Marion Street. He can't get into the apartments without someone being there and it is hard to catch them. Mr. Aller thinks there are two or three that need to be finished. For the Upper Story project, they are down to twelve items on the punch list. Mr. Aller noted that he had some pictures and thought it looked pretty good. He questions when there will be a gas meter as he would like to see the furnace checked out as well as the air conditioner. The plumbing isn't one hundred percent complete, but it is fairly close. The big project is the stair well. The architect is a little vague but does state that it is in the 101 South Jefferson building area. Mr. Aller stated that Mayor Morlan would like to see a piece of plywood put on the ceiling where the plaster is falling off, so this doesn't fall and hit somebody. Mr. Aller is guessing this will be a change order. Otherwise, there is just a matter of putting a bulkhead and a ceiling in there and then painting the walls. He does not know when they are going to do that. What is left doesn't take a lot of time, it just needs to be done. Mr. Aller stated that Larry Deitrich doesn't care for the interior doors that were reused and the architect is going to see if some of the contingency funds can be used to change these out.

Council member Iosbaker stated that he is reading that R.G. Construction is done other than the retainage. The retainage would have to cover the remainder of the project. Council member Iosbaker moved, seconded by Council member Clark, to approve the Application and Certificate of Payment No. 9 to R.G. Construction for the Upper Story Project at 103 South Jefferson Street, Sigourney, Iowa. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Iosbaker reported for Keokuk County Economic Development. Farmer's Market started tonight. Planning is underway for the Car Show. Work continues for the planning phase for the childcare facility, but there has not been a lot of progress in the last two weeks. They are about ready to launch the new website. There is a new domain name – kcediowa.org.

**Park and Recreation:** Mayor Pro-tem McLaughlin stated that on Tuesday, June 13<sup>th</sup> there will only be three lifeguards available to work. It has been recommended that the pool be closed on the 13<sup>th</sup>. This is not something they want to do repeatedly, but something that is necessary since there are not enough staff to have coverage, unless someone else has a recommendation. City Clerk Alderson discussed some of the options that were discussed, but the safest solution seems to be to close the pool for the day. Water aerobics will still take place that evening. Council member Lentz moved, seconded by Council member Clark, to approve closing the swimming pool on Tuesday, June 13<sup>th</sup> due to a staff shortage. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

**Street and Sanitation:** Council member Clark moved, seconded by Council member Lentz, to approve Pay Estimate No. 3 for Norris Asphalt Paving Co., LC, for the Proposed Street Improvements – HMA Surfacing – Sigourney, IA (21-144). Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

**Water and Wastewater:** Council member Tish asked if there has been any feedback and City Clerk Alderson replied she has not heard anything. Council member Conrad moved, seconded by Council member Tish, to approve the second reading for Ordinance Amending Title VI – Physical Environment – Chapter 5 Utilities – Billing Charges (Sewer). Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

**Public Safety:** Council member Clark stated the Public Safety Committee has been working to add to the City's cameras around the town. There are concerns at the school about the child pick up and drop off and how that is moving fluidly. There is no law enforcement there all the time, so the Public Safety Committee is trying to enhance the cameras to basically put cameras near the schools and certain intersections within the community that are high traffic. The idea is to put cameras along Pleasant Valley so a child can be seen walking on the public sidewalk or riding a bicycle down the street all the way from Main Street to the high school. This is for safety. There will be two types of cameras. One would have four cameras coming off one unit and then one on the bottom. The idea is to look down all four ways on the streets and then there will be one that can be manipulated and moved to wherever we want it to be. There will be one at Main Street and Pleasant Valley Street, one at Pleasant Valley Street and Shuffleton Street (*the school has one at Jefferson Street and Pleasant Valley Street*), one at Pershing Boulevard and Pleasant Valley Street and another one on Pleasant Valley Street and Keokuk Street. That would cover the sidewalks and streets. The Public Safety Committee would also like to put a camera at the Main Street and Jackson Street intersection. They would like to cover the entire intersection. The current cameras that we have on the square are recording all the time and are set to zoom out. When you go to watch something and try to zoom in the pixels are very unclear and our understanding is because this is being done at a wider range. If you zoom in and record, then when you go back to review it you can zoom in more with more pixels and get a clear picture. They want to put in cameras that would get license plates. These would be put at Jackson Street and Main Street with one camera facing east or west and the other one facing south. That should catch

traffic going in any direction. They would also like to put one at the Washington Street and Main Street intersection and Marion Street and Main Street intersection and face those in opposite directions. They would like to put another one at the Main Street and Pleasant Valley Street intersection and one at the Keokuk Street intersection. The idea is to help with major crimes and discern whether someone left town and if so, what direction they went in. This is huge for law enforcement and for providing safety for the citizens. There is a lot that goes into this. Right now, they are looking at boring a power line that goes down Pleasant Valley Street and fiber line to hook these cameras together. The idea is to bore a line underground that has power, that way we are not paying for a service at each location where the cameras are going to be. There may be one or two services and then we would hook off of the services we are paying for. While lines are being put in, we are setting ourselves up for future expansion. Council member Iosbaker stated we would also be enhancing the server here to store the video. Council member Clark stated these cameras will be motion activated and will not be recording 24/7. From what the Public Safety Committee understands these are very good cameras and currently top of the market. Council member Tish asked if there is a budget being looked at. Council member Clark stated the Public Safety Committee is asking to move forward with the project and not to exceed a budget of \$150,000.00. That should be a high number. The Public Safety Committee has a lot of the estimates locked down, but some estimates are only good for a few days and a lot of work goes into putting an estimate together. Grants are being applied to help replenish whatever is used. The \$150,000.00 would include the cameras, running the power, everything hooked up, etc. The light poles currently there cannot be used, so we would need to put in our own poles. Council member Tish asked how many cameras there would be, and Council member Clark responded that there are seven locations and there would be ten cameras total. There will be monthly recurring fees for this. These fees would be for power and service to get the information back to the server. This could be up to \$2,000.00 per month. The Council briefly discussed solar energy. Council member Conrad stated he understood that the life expectancy of the cameras is five to seven years. Council member Clark stated that a lot of the fees that are going into this is getting everything there and in seven years it will be replacing cameras as everything else will be in place. The idea is to continue this throughout the City to make the community safer. City Clerk Alderson has been talking with the auditors and due to the fact that we have not had a Police Department for a few years, there are dollars that have not been spent (*these are not Police Department dollars*). The City can commit \$150,000.00 to this project through individual line accounts and this money cannot be spent on anything else. This should get the project started and in the future the City would need to look at other funding if necessary. Council member Clark moved, seconded by Council member Iosbaker, to approve proceeding with the outdoor camera project not to exceed spending \$150,000.00. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Clark stated the Public Safety Committee has also been working on a Police Department. To date the City has not received any applications to fill the Police Chief position. We have had communication with one individual through email and it was explained how he could apply, and he indicated that he was going to. This was two or three weeks ago. Nothing has been received yet. The Public Safety Committee has been discussing the idea of coming up with a concept to explore ways to cooperate with other cities within the County to form some sort of Police Department. This is currently a rough idea but would like to keep the Council updated. Finances and tangible resources can be pooled together between the cities. It is hard right now for all law enforcement agencies to hire qualified applicants. The City cannot compete with the pay and in past history people started with the City and then moved to the County as it is higher money. If the City could in some way cooperate with other cities and pool our money together, we may be able to compete with that and attract someone to the towns versus the County. In order for a department to have an identity separate from a single community, meaning you could potentially patrol hours with other another town with a 28E Agreement. There are other communities doing this and it seems to be working. There are a lot of moving parts to this, and this is the beginning stages, but the Public Safety Committee is trying to think outside the box instead of waiting for someone to put an application in. They would like to reach out to other cities in the County and see if there is any interest. Council member Lentz asked what the difference would be from what we are currently doing with the Sheriff's Office. Council member Clark stated the City is sharing patrol time throughout the County. If the City were to go in with another city now you are sharing hours of one guy with possibly just two cities. That should be guaranteed hours instead of on an as needed basis as calls come in. Council member Iosbaker stated that in emergencies the Sheriff's Office is going to respond, but with a separate entity that would mean there is devoted coverage to the communities. There is a limited amount of manpower available through the Sheriff's Office. Council member Clark shared some options and ideas regarding this. Council member Iosbaker stated this could eventually become a separate entity. After tonight the Public Safety Committee would like to reach out to other communities if the Council is okay with this.

Council member Clark explained that going through the Code of Ordinances, we found that there are a lot of Chief of Police or Law Enforcement Officer references and we currently do not have that. "Mayor or their designee" was added since we now have a Code Enforcement Officer, and we are hoping some things can be dealt with without involving law enforcement. City Attorney John Wehr reviewed the changes and marked where "Mayor or their designee" could be added. Council member Clark moved, seconded by Council member Tish, to approve the first reading for Ordinance Amending Title III – Community Protection – Chapter 9 Junk and Abandoned Vehicles and to unbold the words Chief

of Police. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

City Clerk Alderson stated that after talking with City Attorney John Wehr there are other things that need to be considered. Essentially, we are trying to pull the mowing out of the nuisance chapter. The process for delivering a notice to mow through the nuisance chapter can keep a property from being mowed timely. The changes we are hoping to make include putting a notice on the door and a copy of the notice in the regular mail and if the property is not mowed within three days, the City can take care of this. Council member Clark reviewed the process and if not done timely the nine-inch grass can grow substantially and make it harder for it to be mowed. This separate ordinance would quicken the process.

Council member Clark stated a body camera had previously been approved for purchase. This is for the Code Enforcement position for him to wear during certain situations while doing his job during clean ups, etc. Council member Clark moved, seconded by Council member Iosbaker, to approve the Code Enforcement Body Camera Policy. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

Council member Clark stated that we have not taken bids to clean up properties and to do the mowing. They would like to have a form put out so the City can have a list of vendors to contact especially for the mowing. Council member Iosbaker moved, seconded by Council member Conrad, to approve the display ad re: Notice to Bidders for Nuisance Abatement Property Clean Up and Nuisance Abatement Property Mowing and Bid Specifications. Upon the roll being called, the following voted Ayes: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

**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: Iosbaker, Lentz, Tish, Clark, Conrad and McLaughlin. Nays: None. Motion approved.

The meeting was adjourned at 7:00 p.m.

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Connie McLaughlin, Mayor Pro-tem

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