

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, NOVEMBER 15, 2023**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, November 15, 2023, with Mayor Morlan presiding and the following Council members answering roll call: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Others present were: Randy Schultz; Steve Shettler; Rodger Aller; Don Northup, Director of Public Works I; Kris Metcalf, Police Chief; Beckie Applegat, 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 with the deletion of items 4-2, 6-1, 6-2 and 6-3. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Tish, to approve the following items on the Consent Agenda: Minutes of the Regular Council Meeting of November 1, 2023; Council Accounts Payable Claims in the amount of \$36,535.90; City Clerk Reports for June 2023; payroll expenses, miscellaneous expenses, ACH and monthly transfers for June 2023; Don Northup to attend the CPO (Certified Pool Operator) Workshop Sponsored by the Iowa Parks and Recreation Association on March 4, 2024 in Coralville, Iowa at a cost of \$175.00; annual interest payments for General Obligation Bonds and Revenue Bonds; display ad for snow removal; display ad for soccer director position; credit card report; and the time and place for the December 6, 2023 regular Council meeting is 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

**Additional City Business:** Rodger Aller stated on the Façade Project this morning the windows at 101 East Marion Street and 119 East Marion Street in the upper apartments were repaired. They seemed to work fine, but there are still a few issues. As far as broken parts are concerned, it has all been repaired. The new door was discussed, but there were some issues with the contractor. New documents will have to be signed. Mr. Aller stated the brick pillars on the outside of 119 East Marion Street were discussed. The owners would like to see if there is any contingency money left that could help pay for part of that. Mayor Morlan explained there was a display window there and the contractor did not know there was a pillar behind that. It was not part of the original work. Mr. Aller stated the Pella Window representative was at the Upper Story Project (103 South Jefferson Street) and the wrong parts had been ordered and the representative says he needs two people to work on this. The representative was unable to give Mr. Aller a time when this could happen. R.G. Construction has everything on the punch list done and he has turned in his key to the apartment. Council member Iosbaker reiterated that except for the windows the Upper Story Project is done. Mr. Aller stated that the windows are actually a warranty item. Mr. Aller stated there was trash throughout the hallway and stairs.

Mayor Morlan stated approving the Certificate of Substantial Completion for the Façade Project does not mean the project is complete, it means that it is usable, and it is very near completion. The two items left will take some time to complete. The Council can approve the substantial completion, but it does not mean it is the final or that the City will pay out the final money either. Council member McLaughlin asked about the date in the document. City Clerk Alderson stated she received an updated version late today and Mr. Grooms' signature is on it along with the current date. Mr. Curtis was not in a place where he could print out the document, sign it and return it. City Clerk Alderson stated that he would be back next Monday to do this. Council member Tish would like the date to be updated by Mr. Curtis as well. City Clerk Alderson stated there were some other items that changed on the document since that date. Council member Tish moved, seconded by Council member Lentz, to not approve the Certificate of Substantial Completion for the Sigourney Façade Phase I Project until the date is updated to current. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

Council member Conrad moved, seconded by Council member Iosbaker, to approve Application and Certificate for Payment No. 11 for Retainage to R.G. Construction for the Upper Story Project at 103 South Jefferson Street, Sigourney, Iowa, contingent upon obtaining the architect's signature on the certificate. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

Council member Iosbaker, Keokuk County Economic Development, stated the raffle was last weekend and went off reasonably well. The Ladies Night Out was a success. They continue to work on the Childcare Initiative. They are building a financial model so they can move forward on the County wide initiative. They are working on the Christmas program.

**Park and Recreation:** The City Clerk will email the Park and Recreation Committee to set a meeting.

**Water and Wastewater:** Don Northup, Director of Public Works I, stated that they have been talking to Jetco. They are having issues with Wells 1 and 2 communicating with the water plant. They are in the middle of a corn field and timber. Currently they communicate by an underground wire. These wells are prone to be hit by lightning as these wells

are on twelve-foot metal platforms. This results in damage at the wells and occasionally at the water plant. They would like to get rid of the wire and go to telemetry and that should solve this problem. At the same time, he would like to change the telemetry at the water tower that was installed in 2008. This is an actual frequency and with everything flying through the air, they want to get clear away from everything and go to a lower band. This would cost about \$17,000.00. Every time they get hit by lightning Jetco has to come down and replace a few things. Council member Conrad stated this would not make the wells lighting proof and Northup answered no. The wells could get hit, but that would be a matter of relays and solenoids that they can fix. This way nothing gets back fed to the water plant and they do have significant lightning protection at the water plant. This would be financed through the wells and water tower line accounts. Council member Iosbaker moved, seconded by Council member Tish, to approve upgrading the communication between the water tower, water plant and wells 1 and 2 and to sign a purchase agreement. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

**Public Safety:** Council member Iosbaker stated the language for the Police Officer ad was approved at the Public Safety Committee meeting. They discussed a range of salary for the police officer. Council member McLaughlin stated they discussed changes to an ordinance, but decided they needed to enforce the ordinances they have. Mayor Morlan stated they discussed which dogs can be allowed and they decided to not make any changes.

Council member McLaughlin moved, seconded by Council member Conrad, to approve the display ad for a Police Officer to run one week. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

**Human Resources:** City Clerk Alderson stated that DeltaVision is a July 1<sup>st</sup> renewal and we had been working to get this to a December 1<sup>st</sup> renewal. It has been agreed to move this to December 1<sup>st</sup> with a four-cent increase per tier. This will make all our insurance policies due at the same time. Council member Lentz moved, seconded by Council member McLaughlin, to approve DeltaVision insurance for the employees. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

**City Clerk:** City Clerk Alderson presented the Annual Urban Renewal Report for Fiscal Year 2022-2023. City Clerk Alderson stated the City received \$116,000.00 in TIF revenues this year and spent \$69,000.00. There is just under \$75,000.00 in the TIF Fund. The Prairie View TIF sunset this year. There will not be any more money for this and not everything will be paid. The Belva Deer TIF money received increased, and the debt has been paid off. The City has left over money from Fiscal Year 2023 and is receiving money for Fiscal Year 2024. Last year it was discussed whether to do another project or not. The TIF Attorney stated that the City could try to give the left-over money back to the County, but most counties would not accept this as it is a very daunting task to go back through and figure out what amounts go to whom. It has been suggested that we find another project to spend this money. We would have to jump through all the hoops again including meeting with the school and county. They have to be on board with new projects. Once this is done, the last few years can remain with the taxing entities. Council member Lentz moved, seconded by Council member Conrad, to approve the Annual Urban Renewal Report for Fiscal Year 2022-2023. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

City Clerk Alderson stated if the Council approves the resolution, she will have this certified at the County Auditor before December 1<sup>st</sup>. This resolution stated that the City does not want any TIF money in Fiscal Year 2025 for the Belva Deer Inn TIF. Council member Conrad moved, seconded by Council member Lentz, to approve Resolution 2023-11-03 approving the 2023 Tax Increment Financing for Sigourney Belva Deer Inn Urban Renewal – 54002 – Section 403.19 Certification TIF. Upon the roll being called, the following voted Ayes: Conrad, McLaughlin, Iosbaker, Lentz and Tish. Nays: None. Motion approved.

**Public Input:** Council member Tish asked if there was a reason the Public Safety Committee discussed changing the dog ordinance. Council member Iosbaker stated it was defecation. Mayor Morlan stated that people are asking why some dogs are banned.

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

The meeting was adjourned at 6:29 p.m.

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Jimmy Morlan, Mayor

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