

**CITY OF SIGOURNEY, IOWA**  
**MINUTES OF REGULAR CITY COUNCIL MEETING OF**  
**WEDNESDAY, OCTOBER 19, 2022**

The Sigourney City Council met in regular session in the Council Chambers at City Hall on Wednesday, October 19, 2022, with Mayor Morlan presiding and the following Council members answering roll call: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Others present were: Richard Fortney; Rodger Aller; Gail McLaughlin; Casey Jarmes, Sigourney News Review; Lisa Ossian; Kay Graham; 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 Tish, to approve the tentative agenda. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Mayor Morlan stated that the Council Claims had been reduced approximately \$32.00. He also explained that although the City does not yet have a Code Enforcement Officer, there is a conference being held on November 3-4, 2022 that would be good to attend, if we can get this position hired on November 2<sup>nd</sup>. If the City is not able to get someone hired, the City would not be out anything. Council member Conrad moved, seconded by Council member Clark, to approve the following items on the Consent Agenda: Council accounts payable in the amount of \$41,002.79; Library accounts payable in the amount of \$10,621.31; City Clerk's Financial Reports for September 2022; payroll expenses, miscellaneous expenses, ACH and monthly transfers for September 2022; Fiscal Year 2022 and July 2022 Financial Reports; Liquor License Application for Goldman Enterprises, LLC (DBA: Copper Lantern) at 101 North Jefferson Street, Sigourney, Iowa for Class C Liquor License including Sub-Permits: Class C Liquor License, Catering, Outdoor Service and Sunday Service; Don Northup to attend the 28<sup>th</sup> Annual Water and Wastewater Operator's Training Workshop sponsored by Iowa Association of Municipal Utilities on December 6-8, 2022 at Prairie Meadows in Altoona, Iowa at a cost of \$350.00 and to use the City's credit card to pay for hotel accommodations and meals not provided; third and final reading of Ordinance Title III – Community Protection, Chapter 15 – Off Road Utility Vehicles; second reading of Zoning Ordinance – Section 14 – Special Provisions – 4 – Parking of Trailers and Recreational Vehicles; second reading of Ordinance Title III – Community Protection, Chapter 3 – Traffic Code, 3-3-28 Stopping, Standing or Parking Prohibited in Specified Places; credit card report; and the time and place for the November 2, 2022 regular Council meeting will be at 6:00 p.m. at City Hall. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Council member McLaughlin moved, seconded by Council member Iosbaker, to approve from the Consent Agenda the minutes from the regular Council meeting of October 5, 2022. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin and Iosbaker. Nays: None. Abstain: Lentz. Motion approved. *(Council member Lentz abstained as she was unable to attend the October 5, 2022 regular Council meeting.)*

Mayor Morlan stated that if the City does not get a Code Enforcement Officer hired on November 2<sup>nd</sup>, the conference approval would become null and void and not incur that cost. Council member Clark moved, seconded by Council member Conrad, to approve a Code Enforcement Officer to attend the Iowa Association of Code Enforcement Conference on November 3-4, 2022 at Hyatt Regency Coralville Hotel & Conference Center in Coralville, Iowa at a cost of \$200.00 and to use the City's credit card to pay for hotel accommodations and meals not provided. Upon the roll being called the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

**Additional City Business:** Council member Iosbaker moved, seconded by Council member Conrad, to approve Change Order 109 - #17 for the Sigourney Façade – Phase I Project with R.G. Construction. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Council member McLaughlin stated she would like to apply for a grant to replace the picnic tables at the pool. The current tables have rusted and have become a safety hazard. She is asking for four (4) tables. Council member Clark moved, seconded by Council member Iosbaker, to approve Resolution No. 2022-10-02 re: Authorizing Sponsorship for the Keokuk County Community Endowment Foundation Grant. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Rodger Aller stated Façade Project is moving along. They are moving down the line with the work on each building. Mr. Aller suggested that the two vents on the roof at 109 East Marion Street be wrapped. Wait until it

rains again to see if it leaks. This would be a start to eliminating the possible causes for the leak. That would be a fairly inexpensive trial as we have to figure out where the water is getting in. Mayor Morlan stated that he was told these vents used to have square covers over the top. There is a lot of condensation at the bottom of the new windows inside the 109 East Marion Street building. Something is causing the condensation and the moisture problem needs to be fixed. There are down spouting issues at 109 East Marion Street and 119 East Marion Street. Plastic registers were installed at 119 East Marion Street, and they should be metal registers for a business. They will end up getting busted. At the 103 South Jefferson Street project, he was not able to get in. He now has a key and asked if the Council was okay with this.

Council member Iosbaker stated First Childhood Iowa has almost finished with the market study and they expect to submit a report by the first of the month. The report will be circulated among the committee members and set up a schedule for some strategic planning which will probably take place in January. Planning is underway for the Christmas event. Planning is actively underway for the raffle. Tickets are being sold and SADC is preparing to do some advance planning for events within the coming year.

**Park and Recreation:** Council member McLaughlin stated that the Park and Recreation Committee met with Brooke Bowers, Pool Manager, and received a summary of the 2022 pool season. Overall, it went really well. They discussed some recommendations for the 2023 pool season.

**Water and Wastewater:** City Clerk Alderson reminded Council they had approved a new copier for the City Clerk's Office and usually the Public Works Department takes the old copier. There is a lease with this that includes repairs and toner, etc. The new lease for this copier will be \$75.00 per month for five years and will include the \$1,200.00 buyout. Council member Conrad moved, seconded by Council member Clark, to approve copier lease for the Public Works Department. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

**Public Safety:** Council member Clark stated the Public Safety Committee has looked at this job description and this is what they would like to implement for the City Code Enforcement Officer. Council member Iosbaker moved, seconded by Council member McLaughlin, to approve the Code Enforcement Officer Job Description. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Council member Clark stated the Public Safety Committee would like to post an ad for ten days for taking applications for the Code Enforcement Officer at an hourly rate of \$20.00 to \$25.00 per hour depending on qualifications and experience. Council member Tish stated that if it is put in the newspaper that would only be four days to see this ad. City Clerk Alderson stated that we could post this where the agendas are posted and that would allow for ten days. Council member Tish stated she felt this was rushed and City Clerk Alderson stated that it does not have to be done this fast. Council member McLaughlin stated this has been done in the past. Council member Clark stated that there is interest in this position within the City and by getting this posted for ten days that would allow us to get through applications and try to make the November 3-4 conference. The conference would be pretty important for the new Code Enforcement Officer to attend. Council member Clark moved, seconded by Council member Iosbaker, to post a display ad for the Code Enforcement Officer position for ten days starting October 20<sup>th</sup> and having a deadline of October 31<sup>st</sup> at 4:00 p.m. Upon the roll being called, the following voted Ayes: Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: Tish. Motion approved.

**Finance:** Council member Conrad stated that at a prior meeting Norris was present and stated they would not be able to get our project done until next spring. There are funds that have been received as part of the bonding. We have looked into whether we can invest this until next May or June. Normally we would just ask the local banks to bid on these. Piper Sandler has a different thing that is very flexible. The Finance Committee is considering having a couple due dates. The Finance Committee would like to go ahead and invest this money and asked if any of the Council had any questions. Council member Tish asked if there are any fees to withdraw the money early. Council member Conrad answered that there probably would be, but that is why they would like to have two due dates in case Norris gets in and gets some work done. Council member Conrad moved, seconded by Council member Iosbaker, to approve investing street repair monies until next May and/or June. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

Council member Conrad explained the TIF (Tax Increment Financing) projects the City currently has. When the City started the TIFs basically there is a project. When the City did the condominiums (Prairie View TIF), the

project was streets. The TIF was created, and the City used the taxes from the incremental increases on the value of the property to pay the debt off. This TIF project is going to sunset this fiscal year. The Belva Deer project was to put in a lift station at the hotel. This debt has been paid with any increases through the district. Because there has been some other development along that area the debt should be paid off this fiscal year. There are still three or four years left on this project. If the City is able to certify debt soon enough and modify the TIF we may be able to continue this TIF and use the money for another project. If nothing is done the TIF closes out and the tax asking is just spread out over more value. If a modification is done, the City would need to contact the other taxing entities because our taxes pay for city, county, school, etc. During a TIF all the money goes to the project and the other taxing entities do not receive anything of that incremental tax increase. They would need to be involved again. Council member Conrad wanted the entire Council to understand what the Finance Committee is looking at and give everyone a chance to ask questions. It does take some time to appreciate what the TIF is and how it can be used. It is not additional money. It is earmarked money. The Finance Committee is looking at maybe doing two blocks of streets as a project. The City is not looking to change the TIF district so there are only a limited number of things the City can do.

**City Clerk:** City Clerk Alderson stated she had received an email from Rod Curtis today stating R.G. Construction wanted to do the walk through for the Façade Project next week and he could only do Monday or Tuesday. He said if that worked for us – great or we could move it out to the next week. The City needs to figure out who we need to have there and schedules.

**Public Input:** Dr. Lisa Ossian spoke to the Council. She is running for the House District 88. Dr. Ossian reviewed District 88 with the Council and then introduced herself and discussed why she is running for office.

Mayor Morlan asked for a motion to close the Council meeting. Council member Iosbaker moved, seconded by Council member Lentz, to adjourn the meeting. Upon the roll being called, the following voted Ayes: Tish, Clark, Conrad, McLaughlin, Iosbaker and Lentz. Nays: None. Motion approved.

The meeting was adjourned at 6:36 p.m.

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Jimmy Morlan, Mayor

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