

The Waukon City Council met in regular session on October 18, 2021 at 7:00 o'clock P.M. in the council room of City Hall, 101 Allamakee Street and via Zoom technology. Mayor Pat Stone presided. Council members present: John Lydon, Arvid Hatlan, Gayle Decker and Andy Sires (appointed at meeting) Council members absent: Ben Rausch. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Street Superintendent Keith Burrett; Park, Recreation & Wellness Director Jeremy Strub; Water & Sewer Superintendent Jim Cooper; Assistant City Attorney Kevin Stinn; WEDC- Ardie Kuhse; The Standard- Joe Moses; Fehr Graham – Lyle TeKippe & Paige Pierce; and citizens.

Roll Call was taken: Lydon, Hatlan, Decker

Moved by: Hatlan Seconded by: Lydon
To approve Andy Sires for the council vacancy.
Yes: Lydon, Hatlan, Decker Absent: Rausch No: 0
The Mayor declared the motion carried.

Andy Sires read the Oath of Office

The Mayor called the meeting to order. He noted that 11. b. Approval of Land Lease Agreement Amendment – SW 3 Acres City-Owned Portion, Bresnahan Property will be removed from the agenda.

Moved by: Hatlan Seconded by: Lydon
To approve the consent agenda with that change.

Agenda

Minutes of October 4, 2021 regular session

Approval of Police Officer Hire of Mason Kwilinski starting November 1, 2021 at \$24.27 per hour.

Approval of use of the Plaza by WEDC & Waukon Chamber on October 28th from 3-8 PM.

Approval for Waukon Cheerleaders selling cupcakes on October 28th in front of Aztec Parlor from 4-7 PM.

Approval of Urban Revitalization Program Application – Tom & Mary Mellick, 114 12th St. NW.

Approval of Amendment to August 16, 2021 Council Minutes to include, “The Mayor announced that this was the time and place for the public hearing on proposing disposition of interest in real property – West side Subdivision Lot. The Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed. The Mayor announced that this was the time and place for the public hearing on Budget Amendment #1 for FYE June 30, 2022. The Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.”

Resolution – Agreeing to the transfer of \$60,000 from the General Fund to the Library Fund for operations. The Clerk assigned number 3784 to the resolution.

Resolution – Approving the Official Financial Report for July 1, 2020- June 30, 2021 for City Streets and Parking for the City of Waukon, County of Allamakee. The Clerk assigned number 3785 to the resolution.

Resolution – Approving Sign Replacement Program for Cities. The Clerk assigned number 3786 to the resolution.

Resolution – Agreeing to the transfer of \$75,000 from the Street Improvement/LOST Fund to the RUT Fund for chip sealing/crack filling. The Clerk assigned number 3787 to the resolution.

Resolution- Agreeing to the transfer of \$7,000 from the Sewer Fund to the Water Resource Restoration Fund for engineering costs for the Water Resource Restoration Sponsored Project, with the understanding that, when reimbursements are received through the Clean Water State Revolving Fund the amount will be paid back to the Sewer Fund. The Clerk assigned number 3788 to the resolution.

Resolution – Agreeing to the transfer of: \$15,100 from the General Fund to 27th Payroll – General Fund for FY 2022 Committed Fund Balance. \$1,800 from the Library Fund to 27th Payroll-Library Fund for FY 2022 Committed Fund Balance. \$2,750 from Employee Benefits Fund to 27th Payroll-Employee Benefits for FY 2022 Committed Fund Balance. \$2,750 from Water Fund to 27th Payroll-Water Fund for FY 2022 Committed Fund Balance. \$2,750 from Sewer Fund to 27th Payroll-Sewer Fund for FY 2022 Committed Fund Balance. The Clerk assigned number 3789 to the resolution.

Resolution – Appropriating Funds for Tax Rebate for the 2023 Fiscal Year. The Clerk assigned number 3790 to the resolution.

Resolution – Establishing the McCabe Property Fund. The Clerk assigned number 3791 to the resolution.

Resolution – Setting Date for Public Hearing on Designation of the Expanded Southeast Urban Renewal Area and on Urban Renewal Plan Amendment for November 15, 2021. The Clerk assigned number 3792 to the resolution.

Resolution – Waiving Right to Review Cody W. and Annette C. Cook Subdivision Plat. The Clerk assigned number 3793 to the resolution.

Approval of City Clerks/Treasurers Report – September 2021

Approval of Change Order #4– 2021 Street Improvement Project

Approval of Pay Estimate #4 for \$191,999.38 to Skyline Construction – 2021 Street Improvement Project

Approval of Claims

Payment of Claims for:

October 18, 2021

Aflac	Insurance - September	683.64
Allamakee Clayton Electric	Electricity-September	86.25
Allamakee Clayton Electric	Principal - Fire Station	2,666.67
Allamakee Clayton Electric	Principal - Fire Station	3,000.00
Allamakee County Assessor	Zoning Map	7.50
Askew Scientific Consulting	Services	400.00
Black Hills Energy	Gas - September	371.83
Blake Excavating	Services	1,400.00
Bodensteiner Implement	Supplies	5.50

Bruening Rock Products	Supplies	942.22
Century Link	Telephone -September	354.51
City of Waukon	Ambulance Appropriation FY 2021-2022	88,500.00
Jim Cooper	Reimburse - Hotel/Meal -Conference	124.07
Cunningham Hardware	Supplies	97.67
Darold Berger Masonry	Repairs - Tierney Building - DNR Grant	20,000.00
Darold Berger Masonry	Repairs - Tierney Building - CAT Grant	3,908.00
Dollar Fresh	Supplies	71.15
EMC Insurance	Work Comp - Sewer	515.69
ERA / Environmental Resource	Supplies	299.11
Fehr Graham Engineering	Engineering - WWTP	3,185.75
Fehr Graham Engineering	Engineering - 2021 Street Improv	21,217.50
Fehr Graham Engineering	Engineering - NW Utility Improv-Bresnahan	682.75
Fehr Graham Engineering	Engineering - Water Resource	7,000.00
Fehr Graham Engineering	Engineering - McCabe Concept	2,941.25
Galls	Supplies	47.20
Dustin Harrington	Reimburse - Fuel/Meals-Training-Harrington	88.86
Hausladen's Auto Supply	Repairs	3.99
Innovative Ag Services	Tax Rebate - Agreement 1 - TIF	7,259.01
Innovative Ag Services	Tax Rebate - Agreement 2 - TIF	2,025.80
Iowa League of Cities	Workshop	50.00
Iowa One Call	Locates - August	176.40
Jim's Full Service	Fuel	2,173.75
Jim's Full Service	Fuel - Ambulance	161.85
Ken Kerr Electric	Supplies / Services	248.50
Keystone Laboratories	Water Testing	12.50
Kwik Trip, Inc.	Fuel	1,538.04
Lumen	Telephone	58.58
Mediacom	Telephone/ Internet	338.97
Mulgrew Oil	Fuel	139.39
Mulgrew Oil	Fuel - Ambulance	815.32
Or-Tec Sales	Supplies	1,111.48
Palmer Abstract, Inc.	Abstract - Allision - West Side Development	906.00
Pop's Produce	Annual Downtown Planters -Summer/Fall	2,655.00
Reel-Core	Tax Rebate - TIF	8,760.00
Snitker Tree Service	1 @ 4th Ave.	2,500.00
Snitker Tree Service	1 @ 506 1st ST NE	2,800.00
Snitker Tree Service	2 @ 304 2nd ST NE	2,250.00
Swartz :Law Office	Legal Services - September	4,257.00
Storey Kenworthy	Supplies	21.78
USA BlueBook	Supplies	1,142.21
US Cellular	Services - September	400.70
Viking Pest Control	Services	40.00
Village Farm & Home	Supplies	1,040.32
Paul Wagner	Reimburse - Audio Visual Misc	125.38
Natasha Wilkes	Reimburse - Postage	5.05
Natasha Wilkes	Reimburse - Postage	8.80
Ziegler	Repairs	120.50
PAID CLAIMS		
IPERS	September Withholding - Police	4,644.76
IPERS	September Withholding - Regular	13,261.30
Treasurer-State of Iowa	State W/H - September	4,366.00
Vantagepoint Transfer	ICMA Retirement -September	654.64
Regular Payroll	September 19 - October 2, 2021	50,568.23
EFTPS	Federal W/H	5,582.01
EFTPS	SS / Medicare W/H	10,357.40
Kevin Hoisington	Renter Deposit Refund	150.00
Andrew Klein	Renter Deposit Refund	150.00
Sarah Ryan	Renter Deposit Refund	150.00
Emily Skidmore	Renter Deposit Refund	150.00
Treasurer-State of Iowa	Sales Tax - September	3,218.00
Treasurer-State of Iowa	WET Tax - September	1,761.00
WSB-CC-Des Moines Register	Monthly Subscription	13.90
Wellness Claims:		
Alliant Energy	Electricity-September	3,838.33
Black Hills Energy	Gas - September	462.53
Cardmember Services	Supplies / Concessions	1,048.40
Cunningham Hardware	Supplies	19.65
Fastenal	Supplies	62.86
Quillin's	Concessions	22.38
Sue Torkelson	Reimburse-Instructor License	125.00
Park/Rec - Pool Claims:		
AgVantage FS	Fuel	1,292.72
Alliant Energy	Electricity - September	1,023.59
Benjegerdes Machine, Inc.	Repairs	378.64

Black Hills Energy	Gas - Pool	35.00
Bodensteiner Implement	Repairs - Park	97.97
Cardmember Services	Supplies / Repairs	483.68
Century Link	Telephone	38.03
Cunningham Hardware	Supplies/Repairs	123.03
Joe & Matt's Plumbing	Repairs	97.50
Quillin's	Fuel	199.41
Skyline Construction	Park Shelter-Water Line	1,113.37
US Cellular	Services	125.81
Village Farm & Home	Supplies / Repairs	341.60

General:	159,105.00	Tierney's Re-Development:	23,908.00
Library:	5,537.52	West Side Development:	906.00
RUT:	16,683.85	Wellness:	6,599.15
Employee Ben.:	12,800.82	Water:	16,561.99
2021 St. Improvement:	21,217.50	Sewer:	9,800.37
Sewer Plant:	3,185.75	TIF:	18,044.81
Water Resource:	7,000.00	Debt Services:	<u>5,666.67</u>
NW Utility Improvement:	682.75	FUND TOTALS:	\$307,700.18

Yes: Lydon, Hatlan, Decker, Sires Absent: Rausch No: 0
The Mayor declared the motion carried.

Under Public Comments: There were no public comments

Under Department Reports: Park, Recreation & Wellness director Jeremy Strub briefed that there have been weddings and events happening at the park the last couple of weeks and that the Wellness Center is getting busier. Water & Sewer Superintendent Jim Cooper briefed that the lift stations have been cleaned out and some work at the plant should be completed this week. Street Superintendent Keith Burrett mentioned they started leaf pick up today and that will go until Thanksgiving or the first snow fall that sticks. Police Chief Wagner briefed that they were awarded the grant through the Arlin Falk Foundation for three attack mats. The pedestrian crossing at 9th St. and 3rd Ave. NW is completed. Josh and Val Miller with Steel Cow donated a tv to the police department for them to utilize in their conference room for training and they also donated three Elide Fire extinguishing balls.

City Clerk Snitker briefed that she was contacted by a local business owner regarding City support to apply for a Downtown Housing Grant Program to renovate the upper portion of their building for housing. Snitker also mentioned that Scratch Cupcake would be in town this Friday, October 22nd from 11 am – 2 pm in the parking lot of State Farm.

Lyle Tekippe with Fehr Graham gave an update on the 2021 Street Improvement Project.

Assistant City Attorney Stinn noted that we are waiting on some documents for the Tierney Building Project that are being reviewed by the buyer's attorney.

City Manager Boden briefed that the fiber optic grant was not awarded.

Mayor Stone noted that the City still has a vacancy on the Planning & Zoning Board and the Board of Adjustment.

Council Member Decker thanked the departments for their reports and also requested to have a report given by the Finance Director so the council can get highlights of the financial information in the packets.

Paige Pierce with Fehr Graham discussed another \$100,000 grant opportunity the City can apply for in conjunction with the SRF grant. She provided an update of summary of costs.

Moved by: Hatlan Seconded by: Lydon
To approve the SRF project with the wetland located at the Pladsen property.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Hatlan
To approve the Offer to Buy Real Estate & Acceptance with Stephen Pladsen for \$20,000 per acre for acres in Lot 2 NW SE.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Finance Director Snitker discussed the annual financial report for June 30, 2021.
Moved by: Lydon Seconded by: Decker
To approve the Annual Financial Report for FYE June 30, 2021.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Council members discussed possibly drafting a maintenance plan for City buildings and having council decide what would need to be done before moving forward with the hiring of a maintenance worker.
No action taken.

Moved by: Hatlan Seconded by: Lydon
To enter into closed session per Iowa Code Chapter 21.5 (1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.
Yes: Hatlan, Sires, Decker, Lydon Absent: Rausch No: 0
The Mayor declared the motion carried. Roll call was taken: Hatlan, Sires, Decker, Lydon

Moved by: Decker
To exit closed session
Yes: Hatlan, Sires, Decker, Lydon
The Mayor declared the motion carried.

Seconded by: Lydon

Absent: 1 No:0

Moved by: Lydon
To enter into open session.
Yes: Hatlan, Sires, Decker, Lydon
The Mayor declared the motion carried. No action following closed session.

Seconded by: Decker

Absent: 1 No: 0

Moved by: Sires
To adjourn.
Yes: 4
The Mayor declared the motion carried.

Seconded by: Lydon

Absent: 1 No: 0

Sarah Snitker
City Clerk