

COUNCIL ROOM-----July 15, 2019

The Waukon City Council met in regular session on July 15, 2019 at 7:00 o'clock P.M. in the council room of City Hall, 101 Allamakee Street, with Mayor Pat Stone presiding. Council members present: Ben Rausch, Arvid Hatlan, John Lydon, Gayle Decker, and John Ellingson. Council members absent: None. Others present: City Manager Dean Hilgerson; Police Chief Phil Young; Assistant Police Chief Paul Wagner; Park, Recreation & Wellness Director Jeremy Strub; Street Superintendent Keith Burrett; Water & Sewer Superintendent Jim Cooper; City Attorney Jim Garrett; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Joe Cunningham; and citizens.

The Mayor called the meeting to order.

Moved by: Rausch

Seconded by: Lydon

To approve the consent agenda.

Agenda

Minutes of July 1, 2019 regular session.

Licenses- Approval of Class C Liquor License (LC) (Commercial) with Living Quarters, Outdoor Service and Sunday Sales for Waukon City Club, LLC dba Waukon City Club, 39 West Main Street.

Approval of Clerk/Treasurers Reports- June 2019.

Payment of Claims

AFLAC	insurance	259.00
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	3,000.00
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	2,666.67
Allamakee Clayton Electric Coop	services	81.40
Allamakee County Economic Development	1 <sup>st</sup> Qtr. Contribution	3,098.50
Allamakee County Recorder	services	78.00
Benjegerdes Machine, Inc.	parts	260.51
Black Hills Energy	services	16.01
Bodensteiner Implement Company	parts	115.84
Bruening Rock Products Inc.	materials	129.16
Builders First Source	supplies	23.69
Carquest Auto Parts	supplies	46.15
Casey's Business MasterCard	fuel	221.95
Century Link	services	41.60
Century Link	services	514.99
Cunningham Hardware & Rental, LLC	supplies	388.72
Fehr Graham Engineering & Environmental	services-Wastewater Treatment Plant	11,048.50
Fehr Graham Engineering & Environmental	services-2019 5 <sup>th</sup> St SW Improv	11,491.75
Galls, LLC	supplies	331.87
Group Services, Inc.	self-fund request	858.35
Indi-Com Electric & Surveillance Inc.	service	453.18
Iowa Association of Municipal Utilities	NISA July-Sept	1,137.48
Iowa Department of Natural Resources	PWS annual fee	445.76
Iowa Department of Transportation	asphalt emulsion	597.50
James Garrett Law Office	legal fees	4,492.33
Jim's Full Service	fuel	1,474.10
Jim's Full Service	fuel-Ambulance	343.40
Keystone Laboratories, Inc.	samples	89.00
Kurth Plumbing & Heating LLC	services-Ambulance garage	276.93
Kwik Trip Inc.	fuel	238.27
McMillan Muffler	parts/labor	41.60
Mulgrew Oil & Propane	fuel	877.80
Mulgrew Oil & Propane	fuel-ambulance	1,042.00
Panther Uniforms, Inc.	supplies	152.10
Quillin's Food Ranch	supplies/UPS charges	324.73
Racom Corporation	radio antenna-Ambulance	128.75
Reiser Implement Inc.	supplies	42.39
Ricoh USA, Inc.	copies	62.58
River City Paving	materials	175.00
Ed Schoenthal	reimbursement	161.96
Shred-it	services	45.00
Sportsmen's Unlimited	supplies	650.00
Star Equipment, LTD	parts	2,255.79
Storey Kenworthy/Matt Parrott	supplies	886.23
The Decorah Newspapers	ad	45.60
US Cellular	services	466.25
Village Farm & Home	supplies	397.59
Paul Wagner	reimbursement	28.18
Waukon Economic Development Corp	sign reimbursement	47.92
Waukon Economic Development Corp	1 <sup>st</sup> Qtr. Contribution	9,990.30
Waukon Tire Center Inc.	oil change-Ambulance	53.95
Winke Law Office, PLC	legal fees	560.00
APL*Itunes.com	note shelf app	10.69
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EFTPS	federal withholding	3,990.80
EFTPS	soc.sec./medicare withholding	9,774.60
Freedom Bank	princ/int.-Gundersen Clinic	4,550.00

IPERS	withholding	11,427.00
IPERS	withholding	4,086.25
Lisa Linn	digging bond refund	750.00
Midwest Concrete Inc.	repair/replace water main	6,828.00
Regular Payroll	June 16, 2019 - June 29, 2019	48,556.65
Treasurer – State of Iowa	state withholding	4,203.00
Walk-On Waukon Group	city appropriation	12,500.00
Waukon State Bank	princ/int.-Gundersen Clinic	4,550.00
Waukon State Bank	annual debit/ATM fee	12.00

**Fund Totals**

General:	79,927.47	Library:	4,303.31	Debt Service:	5,666.67
RUT:	16,648.09	Spec.Rev.Empl:	9,416.13	Gundersen Debt:	9,100.00
Water:	19,829.53	Adm.Costs:	1,302.00	Sewer Plant Imp:	11,048.50
Sewer:	5,172.56	Economic Dev:	11,491.75		

Yes: Lydon, Hatlan, Ellingson, Rausch, Decker  
The Mayor declared the motion carried.

No: 0

The Mayor announced that this was the time and place for the public hearing on proposed plans, specifications, form of contract and estimated cost of the 2019 Fifth Street SW Improvements Project. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Under Public Comments: WEDC- Ardie Kuhse shared an update on the Broadband survey.

Under Departmental Reports:

Police Chief, Phil Young, will address items on the agenda.

Street Superintendent, Keith Burrett, briefed that they will be doing core out patching this week.

Water & Sewer Superintendent, Jim Cooper, briefed that the North water tower has lights/mounting brackets that need replacing. He will obtain pricing for replacing or using LED system. The past two weeks have been good without water leaks or sidewalk encounters. They have gotten the jetter out to start the maintenance program.

Park, Recreation & Wellness Director, Jeremy Strub, briefed that summer recreation programs are wrapping up. He expects the new pool heater to arrive this week. The warm weather has been keeping the temperature of the water warm. They are addressing the flooding of the shelter by the pond.

City Manager, Dean Hilgerson, briefed that our airport grant application was approved by the Department of Transportation (DOT) and forwarded to the DOT commissioners for grant awarding. We may be granted up to \$34,875 (75%) towards the replacement of the pad in front of the hangers and the approach to the run way. The City is required to commit 25%. Our budget estimate was for \$46,500. The crane was put on sight at the Wastewater Treatment Plant last week, in order to place rebar. Keith Burrett, Street Superintendent, the city manager, the DOT, and the subcontractor are establishing where new poles will be located for the traffic signal poles. Contractors started asphaltting gaps between the sidewalk and parking lots. The project is progressing.

Moved by: Rausch

Seconded by: Lydon

To approve the second reading of the ordinance changing zoning district classification from “R-4” transition district to “R-3” single and two family residence district for certain real estate in the City of Waukon, Iowa- 105 9<sup>th</sup> Street NW, Brian Sweeney.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the motion carried.

Moved by: Rausch

Seconded by: Lydon

To approve the first reading of the ordinance amending the code of ordinances of the City of Waukon, Iowa, 1998, to establish a no parking zone on a portion of Second Avenue SW.

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Lydon

To agree to the resolution to transfer \$14,925.12 from the General Fund (proceeds from storm water utility fees) to the Storm Sewer Improvement Fund for project improvements.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3464 to the resolution.

Moved by: Lydon

Seconded by: Decker

To agree to the resolution to transfer \$3,569.07 from the Library General Fund back to the Trust & Agency Library Fund per Resolution No. 3444.

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3465 to the resolution.

Moved by: Hatlan

Seconded by: Lydon

To agree to the resolution to transfer \$15,000.00 from the Sewer Utility Fund to the Sewer Plant Improvement Fund for project costs.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3466 to the resolution.

The following resolution is to advance \$1,302.00 to the Sub Fund for payment of additional Administrative Costs.

Moved by: Decker

Seconded by: Lydon

To agree to the resolution to authorize internal advance to Tax Increment Sub Fund.

Yes: Ellingson, Hatlan, Rausch, Decker, Lydon

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3467 to the resolution.

Moved by: Rausch

Seconded by: Hatlan

To agree to the resolution finally approving and confirming plans, specifications and form of contract for 2019 Fifth Street SW Improvements Project.

Yes: Hatlan, Rausch, Decker, Lydon, Ellingson

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3468 to the resolution.

The City Clerk informed the Council that the following bids and proposals had been submitted for the construction of the 2019 Fifth Street SW Improvements Project: Skyline Construction, Inc., Decorah, IA in the amount of \$207,965.91.

Moved by: Ellingson

Seconded by: Decker

To table this item until the first meeting in February of 2020.

Moved by: Ellingson

Seconded by: Decker

To amend previous motion to table this item until the first meeting in January of 2020.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Rausch

To agree to the resolution approving contract for Tennis Courts Project.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3469 to the resolution.

Moved by: Hatlan

Seconded by: Lydon

To agree to the resolution approving contract and performance and payment bonds for the Waukon Industrial Park Sidewalk Project, as revised.

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3470 to the resolution.

Moved by: Hatlan

Seconded by: Rausch

To approve Change Order # 1- Waukon Industrial Park Sidewalk Project- Skyline Construction Co.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Decker

To approve Pay Application # 2 in the amount of \$291,230.74 – Wastewater Treatment Plant Improvements Project – Wapasha Construction Co., Inc.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lyle TeKippe, Fehr Graham, presented an engineer's report on the storm water at 560 Rossville Road. There was discussion regarding Brian Sweeney granting an easement to the City.

Moved by: Rausch

Seconded by: Decker

To table discussion on this item until the City is granted an easement.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Ellingson

Seconded by: Lydon

To accept the 2019 Amendment to site lease agreement with Ace Telephone Association with an additional monthly rental rate of \$200.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was lengthy discussion regarding the conditions of the Police department building. A drainage problem has existed for at least ten years. Pictures were shared showing the deterioration of the bathroom.

Moved by: Lydon

Seconded by: Rausch

To proceed obtaining quotes to get an estimate to improve the bathroom.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Ellingson

To hire temporary police officers to cover short-handed time period of approximately six weeks. We would offer \$35 for under five years and \$40 for five years and over.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Ellingson

Seconded by: Lydon

To table discussion regarding the Library roof until the next regular meeting.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan  
To address the increase of support for the Waukon Trees Forever, Inc. funding from \$2,000 to \$3,000 during budget time.

Seconded by: Lydon

Yes: 5

No: 0

The Mayor declared the motion carried.

Jim Garrett, City Attorney, was also given direction to revise the ordinance by reducing the number of members serving on the Tree Board.

Keith was directed to obtain pricing on trash cans for the downtown area.

No Action Taken.

There was some discussion regarding the storm sewer at 206 1<sup>st</sup> Street NE.

Moved by: Rausch

Seconded by: Decker

To proceed on attempting to get (5) easements on property affected by the storm sewer located between 2<sup>nd</sup> Avenue NE and 3<sup>rd</sup> Avenue NE.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was some discussion regarding the culvert on 7<sup>th</sup> Avenue SE.

No Action Taken.

The City Manager updated on the Department of Transportation street project in his report. There was no further discussion.

No Action Taken.

Decker noted that six individuals had been interviewed to date for the City Manager position. There will be a second round of interviews conducted.

Moved by: Decker

Seconded by: Lydon

To set up a second interview with one or more of the qualified candidates and any potential first time candidates.

Yes: 5

No: 0

The Mayor declared the motion carried.

The search will continue until the position is filled.

Moved by: Hatlan

Seconded by: Rausch

To hold a special session to interview for the City Manager position on Monday, July 22 at 5:30 PM.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Rausch

To support a committee going forward to promote a future Maddie Poppe visit including Ardie Kuhse- WEDC and Stephanie Dugan- Chamber of Commerce.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was lengthy discussion regarding street assessments.

Moved by: Decker

To assess all street improvements above \$400,000.

Moved by: Decker

To amend his original motion to assess any street improvement per block cost greater than \$40,000.

Moved by: Decker

To withdraw his prior motions.

All motions made by Decker died due to lack of a second.

There was more discussion regarding street assessments.

Moved by: Hatlan

Seconded by: Ellingson

To assess any street project (milled and asphalted, curb repair/curb replacement) that is more than a chip and seal coat project.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lana D. Snitker  
City Clerk