COUNCIL ROOM----------February 15, 2021

The Waukon City Council met in regular session via an electronic meeting on February 15, 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. The Governor of Iowa declared a public emergency because of the COVID-19 pandemic. It has been determined that if an in-person meeting is impossible or impractical, per Iowa Code Section 21.8, we are permitted to conduct a meeting by electronic means. Council members present: John Ellingson, John Lydon, Arvid Hatlan and Gayle Decker. Council members absent: Ben Rausch. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Rec and Wellness Center Director Jeremy Strub, Water & Sewer Superintendent Jim Cooper; Street Superintendent Keith Burrett; Finance Director Lana Snitker; Assistant City Attorney Kevin Stinn; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Askew Scientific Consulting – Edward Askew and citizens.

The Mayor called the meeting to order.

Moved by: Lydon Seconded by: Decker

To approve the consent agenda.

Agenda

Minutes of February 1, 2021 regular session.

Approval of update of ownership Dolgencorp, LLC d/b/a Dollar General Store #7729, 805 11th Ave. SW

Approval of update of ownership Allamakee County Agricultural Society, 705 Allamakee St. (Pavilion)

Approval of update of Class C liquor License (LC) (Commercial) with Class B wine Permit (Carryout Wine – Includes Native Wine) with Outdoor Service and Sunday Sales for Allamakee County Agricultural Society, 705 Allamakee Street (Pavilion)

Approval of Class C Beer Permit (BC) with Class B Wine Permit (Carryout Wine- Includes Native Wine) and Sunday Sales for Dolgencorp, LLC d/b/a Dollar General Store #7229, 805 11th Avenue SW.

Resolution – Agreeing to the transfer of $9,231.77 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share- reimbursement for January, 2021 payroll salaries. The clerk assigned number 3681 to the resolution.

Resolution – Agreeing to the transfer of $38,012.30 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payment on the Sewer Revenue Bond, Series 2019. The clerk assigned number 3682 to the resolution.

Resolution – Agreeing to the transfer of $60,148.05 from the Tennis Courts Fund to the General Fund for payback of internal loan transfers made as follows: December 16, 2019 $24,555.61, July 27, 2020 $28,973.77 and November 16, 2020 $6,618.67. The clerk assigned number 3683 to the resolution.

Approval of the CDBG Housing Sustainability Award Contract

Approval of City Clerk/Treasurer's Report – January 2021

Payment of Claims

Approval of Pay Application #21 of $378,470.97 – Wastewater Treatment Plant Improvements – Wapasha Construction Co.

Minute Payment List for: **February 15, 2021**

A-OK Well Service, LLC	Repairs	295.00
AFLAC	Insurance - February	732.24
Alera Group	Safe-T Fund	1,030.12
Allamakee Clayton Electric	Electricity-January	86.43
Allamakee Clayton Electric	Principal - Fire Station	2,666.67
Allamakee Clayton Electric	Principal - Fire Station	3,000.00
Askew Scientific Consulting LLC	Services	3,600.00
Back Defense Systems, Inc.	Uniforms	189.00
Benjegerdes Machine, Inc.	Repairs	111.72
Black Hills Energy	Gas - January	2,276.05
Blake Excavating	Snow Removal	765.00
Blake Excavating	Repairs	555.00
Bruening Rock Products	Supplies	1,077.29
Carquest	Repairs	301.29
Casper Plumbing & Heating	Repairs	1,253.44
Century Link	Telephone-January	399.49
City Laundering, Inc.	Uniforms	837.30
Compass Minerals	Supplies	2,663.04
Culligan Water Conditioning	Services	62.00
Cunningham Hardware	Repairs	94.63
Chris Doeppke	Reimburse - Fuel	40.00
Electric Pump	Repairs	219.36
Fehr Graham Engineering	Engineering - WWTP	4,226.75
Fehr Graham Engineering	Engineering - Street Impr.	32,439.00
Group Services	Administration Fees - March	351.85
Hausladen's Auto Supply	Repairs	9.00
Iowa Assn. of Municipal Utilities	IAMU Water Membership	869.00
Iowa Assn. of Municipal Utilities	NISA Dues -4th Qtr 2020	1,218.75
Iowa Dept. of Natural Resources	Fees / Charges - Sewer	4,068.60
Iowa Downtown Resource Center	Services - Jan 5 2021	300.00
Iowa Law Enforcement Academy	Academy - Doeppke	6,650.00
Iowa Municipal Finance Officer Assn.	Annual Membership	100.00
Jim's Full Service	Fuel	2,162.30
Jim's Full Service	Fuel - Ambulance	201.80

Kelly Concrete	Snow Removal	2,295.00
Kerndt Trenching Service	Snow Removal	540.00
Keystone Laboratories	Testing	63.70
Kwik Trip, Inc.	Fuel	1,606.80
LNM Truck & Trailer Repair LLC	Repairs	2,685.69
News Publishing	Services	552.33
Northern Balance & Scale, Inc.	Repairs	167.00
Panther Uniforms, Inc.	Uniforms	1,724.00
Reiser Implement	Repairs	32.54
Shred-It / Stericylcle	Shredding Services	48.15
Storey Kenworthy	Supplies	66.92
Sun Life Financial	Insurance - March	243.00
Swartz Law Firm PLLC	Legal Services	1,204.50
Tri-State Business Machines	Maint. Contract - Police	40.00
Tri-State Business Machines	Maint. Contract - Clerk	85.60
TriState Truck Equipment	Repairs	86.20
Truck Country	Repairs	242.15
US Cellular	Services - January	457.92
USA Blue Book	Supplies/Repairs	713.87
Village Farm & Home	Supplies/Uniforms	966.89
Charles Waters	Services	570.00
Waukon Postmaster	10 rolls stamps	550.00
Waukon Tire Center	Repairs - Ambulance	53.95
Wright Way Computers	IT Services	157.00
PAID CLAIMS		
IPERS	January Withholding - Police	4,473.83
IPERS	January Withholding-Regular	12,069.85
Treasurer-State of IA	State W/H - January	4,114.00
Vantagepoint Transfer	ICMA Retirement -January	614.86
Regular Payroll	January 24 - February 6, '21	41,580.93
EFTPS	Federal W/H	3,854.72
EFTPS	SS / Medicare W/H	8,443.24
Dave's Complete Construction	Police Station-remod-pay #5	90,227.60
Mikayla Gavin	Renter Deposit Refund	150.00
Myriah Groth	Renter Deposit Refund	150.00
Emily Nelson	Renter Deposit Refund	150.00
Brett Yohe	Renter Deposit Refund	150.00
Wellness Claims:		
Alliant Energy	Electricity-January	3,100.72
Cardmember Services	Supplies, Concession, Equipment	3,463.34
Graphics, Inc.	Paper	100.00
Nick Kraling Treadmill Service	Precor Repair	308.75
Park/Rec - Pool Claims:		
Cardmember Services	Supplies / Repairs	749.92
Village Farm & Home	Supplies	11.98
Totals:		263,719.07

General:	48,364.12	2020 Municipal:	90,227.60
Library:	5,466.49	2021 Street:	32,439.00
RUT:	27,043.85	Wellness:	6,972.81
Employee Ben.:	11,547.96	Water:	13,361.67
T & A Ins.:	930.12	Sewer:	17,472.03
Sewer Plant:	4,226.75	Debt Service:	5,666.67
		TOTAL:	$ 263,719.07

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

Under Public Comments: There were no public comments

Under Department Reports:
Park, Rec & Wellness Director, Jeremy Strub briefed that they are finishing up youth activities for winter and working on organizing to get the pool ready. He also discussed the estimate for HVAC repairs. Street Superintendent, Keith Burrett briefed that they are doing regular maintenance. Water & Sewer Superintendent, Jim Cooper briefed that they had three onsite visits today that went well and they have one left tomorrow. Jim invited Ed Askew with Askew Scientific Consulting to speak. Ed discussed the site visits and compliance as well as stating he will be providing a report to Jim with recommendations to the city; for instance, some ways that city code might need to be changed. Police Chief, Paul Wagner briefed that the Iowa Department of Public Health and the Bureau of Emergency and Trauma Services notified them that law enforcement agencies across the State were awarded a grant through the Leona M. and Harry B. Helmsley Charitable Trust for four AED's for the department. Paul notified the Allamakee Community Foundation Grant that they were awarded those funds since the City recently submitted an application for AED's throughout the departments. They conducted nineteen tobacco compliance checks throughout the county, seventeen of which were in compliant. Lastly, they were notified that the anticipated renovation completion date for the Police Station is February 25th.

City Manager, Gary Boden discussed having a planning session for capital improvement projects, particularly for street projects with sidewalks possibly being included. There may be a legislation attempt to reduce Tax Increment Financing. If this goes through, the assessed valuation would go down by 10% every year for ten years or what might happen first as far as the assessed valuation.

Mayor, Pat Stone mentioned he received a phone call from a citizen this week complimenting the city employees for their hard work in regards to the snow removal. He participated in a meeting with Gayle Decker and the hospital CEO Michael Coyle and CFO Roxane Schleich to discuss the new clinic and the plan moving forward for the additional services that will be provided. He wanted to thank the St. Patrick's Waukon Youth Ministry group for clearing out the snow around sixty-five fire hydrants.

Council Member Gayle Decker added onto the discussion of Pat's, regarding the hospital, and briefed that he was happy with the remodel and the plan for the clinic.

Moved by: Ellingson Seconded by Lydon
To approve the police officer hire of Hector Salinas Jr. with a start date of February 16, 2021 at a rate of $26.07 per hour.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Police Chief Paul Wagner discussed the finish on the new flooring at the police station and options that could be done. He stated the contractor's recommendation was to install commercial grade vinyl plank.
Moved by: Lydon Seconded by: Ellingson
To approve the change order of $6,000 for floor modifications in the public area.
Yes: 3 Absent: 1 No: 1 (Hatlan)
The Mayor declared the motion carried.

Finance Director, Lana Snitker discussed the city having the authority to waive penalties if people sign up for ACH by the 10th of the current month and for the Utility Clerk to have authority to handle individual situations.
Moved by: Ellingson Seconded by: Lydon
To give the Utility Clerk authority to waive penalties if residents sign up for ACH.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Gary Boden discussed the General Fund balances for the Fiscal year 2021 and 2022.
No action taken.

Moved by Decker Seconded by: Lydon
To approve to publish the budget and have the public hearing on March 15th.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Gary Boden discussed the Street Improvement Fund.
Moved by: Ellingson Seconded by: Lydon
To approve the street improvement fund.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Discussion was had regarding City Hall and closure during COVID. The Council stated they would like to keep City Hall closed for now.
No action taken

Moved by: Lydon Seconded by: Decker
To enter into closed session per Iowa Code Section 20.17 (3) to have strategy meeting regarding employee union contract negotiations.
Yes: Decker, Ellingson, Hatlan, Lydon Absent: Rausch No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon
To exit closed session.
Yes: Decker, Ellingson, Hatlan, Lydon Absent: Rausch No: 0
The Mayor declared the motion carried.

Moved by: Decker Seconded by: Lydon
To adjourn.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Sarah Snitker
City Clerk