

The Waukon City Council met in regular session via an electronic meeting on January 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. 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, Ben Rausch and Gayle Decker. Council members absent: none. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Library Director Cate St. Clair; Park, 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; Chauffeurs, Teamsters, and Helpers Union Local No. 238 – Dan Macdonald; Veteran’s Memorial Hospital CEO – Michael Coyle; Veteran’s Memorial Hospital – Cheryl Livingston; Cory Huinker, Pat Egan and citizens.

The Mayor called the meeting to order.

The Mayor noted there was a change in the agenda. Under 9. Considerations/Requests for Direction item b. should state Ambulance Purchase for the Hospital.

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

- Agenda
- Minutes of January 4, 2021 special and regular session.
- Resolution – Agreeing to transfer \$197,504.43 from the Street Improvement Fund to the Road Use Tax Fund for street repair projects. The Clerk assigned number 3665 to the resolution.
- Resolution – Agreeing to transfer \$84,379.96 from the Road Use Tax Fund to the General Fund to pay back advance made July, 2020 for chip sealing projects. The Clerk assigned number 3666 to the resolution.
- Resolution – Agreeing to transfer \$60,000 from the Road Use Tax Fund to the Capital Equipment Fund for dump truck purchase. The Clerk assigned number 3667 to the resolution
- Resolution – Agreeing to transfer \$63,837.96 from the Road Use Tax Fund to the Debt Service Fund to cover principal/interest payment on the Caterpillar Wheel Loader Lease (\$22,384.24) and the Johnston Vacuum Sweeper Lease (\$41,453.72) made in FYE2020. The Clerk assigned number 3668 to the resolution.
- Resolution –Agreeing to transfer \$3,510.69 from the General Fund to the Capital Equipment Fund to replenish balances for the Police (\$3,461.17) and Clerk (\$49.52) for equipment purchases. The Clerk assigned number 3669 to the resolution.
- Resolution –Agreeing to transfer \$400,000 from the Street Improvement Fund to the FYE 21/22 Street Improvement Capital Project Fund for street projects. The Clerk assigned number 3670 to the resolution.
- Resolution –Agreeing to transfer \$300,000 from the Water Operating Maintenance Replacement Fund to the Capital Project Fund- Electric Water Meters for the Electric Water Meters Project. The Clerk assigned number 3671 to the resolution.
- Approval of City Clerk/Treasurers Report – December 2020
- Payment of Claims
- Approval of Pay Application #20 of \$161,481.10 – Wastewater Treatment Plant Improvements – Wapasha Construction Co.

Payment of Claims: **January 18, 2021**

Aflac	Insurance - January	801.60
Alera Group	Safe-T Fund	133.80
Allamakee Clayton Electric	Electricity-December-Street/Sewer	86.32
Allamakee Clayton Electric	Principal - Fire Station	2,666.67
Allamakee Clayton Electric	Principal - Fire Station	3,000.00
Allamakee Community Schools	Stop Sign Reimbursement	1,800.00
Allamakee Economic Develop	Contribution Qtr #3	3,098.50
Askew Scientific Consulting LLC	Services - Sewer	1,600.00
Benjegerdes Machine, Inc.	Repairs - Water	2.44
Black Hills Energy	Gas - December	1,882.24
Bruening Rock Products	Supplies - Street	649.63
Century Link	Telephone -December	396.64
City Laundering, Inc.	Uniforms - December	847.50
Clark Tire Pros	Repairs - Police	39.95
Culligan Water Conditioning	Services - Clerk/Street & Water	58.70
Culver Hahn Electric Supply	Lighting Parts - Street	256.00
Cunningham Hardware	Repairs - Police/Clerk & Water	340.25
Electric Pump	Pump - Sewer	6,081.38
Fehr Graham Engineering	Engineering - WWTP	6,090.25
Fehr Graham Engineering	Engineering - Hidden Creek	87.50
Fehr Graham Engineering	Engineering – 2021 Street Improvement	12,780.50
Fehr Graham Engineering	Engineering - McMillan Duplex	145.00
First Net/ AT&T Mobility	Communications - Police	198.55
Group Services	Administration Fees	374.55
Hach Company	Supplies - Sewer	290.30
Iowa Assn. of Municipal Utilities	NISA - 1st Quarter 20201	1,122.70
Iowa Dept. of Public Safety	Terminal Billing Fees - 3rd/4th Qtr 20	600.00

Iowa Dept. of Transportation	Supplies - Police	79.56	
Iowa League of Cities	Subscription - Clerk	50.00	
Jim's Full Service	Fuel - Police, Street, Water & Sewer	1,722.50	
Jim's Full Service	Fuel - Ambulance	257.35	
Kathy Kleaned	Services - Clerk	459.00	
Ken Kerr Electric	Repairs - Street	118.50	
Keystone Laboratories	Testing - Water	62.50	
Kwik Trip, Inc.	Fuel -- Street / Police	942.74	
Leiran Auto Repair	Repairs - Ambulance	399.76	
Martin Gardner Architecture	Designs - PD Reno	440.18	
Midwest Patch / Hi-Viz Safety	Supplies - Street	439.60	
Municipal Supply, Inc.	Repairs - Water	1,520.35	
Ness Pumping	Services - Airport	60.00	
News Publishing	Services - Clerk	338.97	
Palmer Repair, Inc.	Repairs - Sewer	140.00	
Quillin's	UPS / Supplies - Police, Water	142.19	
Reiser Implement	Repairs - Street	7.59	
Secretary of State	Notary Renewal	30.00	
Skyline Construction	Hidden Creek Lift-#3/Final/Retainage	7,352.60	
Skyline Construction	1st St. Water Main - McMillan	35,626.90	
Storey Kenworthy	Supplies - Clerk	1,479.72	
Sun Life Financial	Insurance - February	252.00	
Swartz Law Firm PLLC	Legal Services - December	1,155.00	
Tri-State Business Machines	Maint. Contract - Police	40.60	
Tri-State Business Machines	Maint. Contract - Clerk	57.33	
USA Blue Book	Repairs - Sewer	126.38	
US Cellular	Services - December	419.82	
Village Farm & Home	Supplies/Uniforms-St./Water/Sewer	617.59	
Paul Wagner	Reimburse - Zoom-Annual - Council	122.62	
Waukon State Bank	Safe Box - Annual Rental	8.00	
Wright Way Computers	IT Services - Police & Clerk	407.04	
IPERS	December Withholding - Police	7,520.73	
IPERS	December Withholding - Regular	17,413.68	
Treasurer-State of IA	State W/H - December	6,954.00	
Vantagepoint Transfer	ICMA Retirement -December	922.29	
Regular Payroll	December 27 '20-January 9, '21	42,495.92	
EFTPS	Federal W/H	3,982.03	
EFTPS	SS / Medicare W/H	8,586.96	
Dave's Complete Construction	Police Station-remodel-pay #4	62,443.55	
Kris Snyder	Water Deposit Refund	150.00	
WSB-CC-Des Moines Register	Monthly Subscription	13.90	
Wellness Claims:			
Alliant Energy	Electricity-December	3,149.77	
A & J Associates	HVAC Elevations	100.00	
Cardmember Services	Supplies / Misc.	718.59	
Crexendo	Telephone	177.59	
Fastenal	Supplies	40.50	
First Supply	Supplies	21.72	
Light Source Central	Repairs	657.90	
News Publishing	Advertising	54.90	
Park/Rec - Pool Claims:			
Alliant Energy	Electricity - December	600.41	
Cardmember Services	Supplies	77.12	
Century Link	Telephone	38.19	
Cunningham Hardware	Repairs	47.64	
Pesticide Bureau - IDALS	Spraying License	31.26	
Quillin's	Fuel	50.62	
US Cellular	Telephone	126.97	
Village Farm & Home	Supplies / Repairs	485.82	
General:	53,136.86	Hidden Creek Lift:	7,440.10
Library:	5,892.03	McMillan Duplex:	35,771.90
RUT:	16,211.21	2020 Municipal:	62,883.73
Employee Ben.:	15,564.02	Wellness:	4,920.97
T & A Ins.:	83.14	Water:	13,703.92
2021 St. Improvement:	12,780.50	Sewer:	17,024.12
Sewer Plant:	6,090.25	Debt Service:	<u>5,666.67</u>
		TOTAL:	\$257,169.42
Yes: Lydon, Ellingson, Hatlan, Decker, Rausch		No: 0	
The Mayor declared the motion carried.			

Under Public Comments: Cory Huinker pointed out that employees have 8 holidays not 14 as was previously stated in the paper. Pat Egan mentioned there might be one employee not under the union contract who would lose a week vacation if the 5-week vacation was dropped from the new vacation/leave schedule. Dan Macdonald said they are having a meeting at 10:00 A.M. on Wednesday morning for negotiations if any of the council or the mayor would like to attend.

Under Department Reports:

Library Director, Cate St. Clair briefed that the library will have two programs available in 2021. They have a book club being offered via Zoom every 3rd Thursday of the month at 6 PM. Another program being offered is the 2021 Adult Reading Challenge which features 12 categories of books and those who read books from those categories can enter into a drawing for a chance to win something. There is more information about both programs on the library's website. Park, Rec & Wellness Director, Jeremy Strub briefed that the ice-skating rink has seemed to be busy and they intend to put another layer of water on to smooth it out after the recent snowfall. Also, the Park & Rec plans to submit a grant application to the Allamakee Community Foundation for a new shelter in the park. Water & Sewer Superintendent, Jim Cooper, briefed that there was a water main break on January 5th that was repaired on January 6th and they are currently working on maintenance of the shops and pumphouse. Street Superintendent, Keith Burrett briefed that more no parking signs have been placed around town and congratulated his workers on the hours they have put in recently. Police Chief, Paul Wagner, briefed that the department had a mental health and Narcan training last week put on by Jenny Rose, Brooke Kunkel and Marcia Oltrogge from Northeast Iowa Behavioral Health and Helping Services for Youth and Family. The department was able to receive some free doses of Narcan for taking the training and the training was free as a result of a grant.

City Manager, Gary Boden, briefed that soon there should be a report to share from Jim Thompson and Jim Engle from IEDA regarding the downtown discussion that occurred a couple of weeks ago. There will be a public hearing on February 5th regarding the property tax rate and the council will also be going over the utility budget. The Electric Water Meters Project is anticipated to happen in 18 months so the city is trying to start budgeting for that project now. At the February 15th meeting there will be discussion on the general fund and library budgets and the Road Use Tax and local sales tax.

City Mayor, Pat Stone, re-iterated that the ambulance purchase for discussion on the agenda is for the hospital, not the fire station. He noted that Joe and Matt Sweeney are on board with doing what they can for the St. Patrick's Day parade pending the Governor's recommendation. He also briefed that a citizen contacted him regarding a snow mobile driving through their property and stated concerns.

Council Member John Ellingson stated he also took a complaint from a citizen regarding someone driving a snow mobile who took out a mailbox when driving down a not approved side street.

Discussion was had regarding holding a St. Patrick's Day Parade. The council would like to discuss this again at a meeting closer to when the Parade is scheduled to see what is recommended by the Governor.

Moved by: Hatlan

Seconded by: Rausch

To agree to close the extension of Iowa 76 and Iowa 9 and 76 for the St. Patrick's Day Parade.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3672 to the resolution.

Gary discussed the match requirements for the grant for the fiberoptic cable and mentioned if approved the funds would be split and spread out over three fiscal years.

Moved by: Rausch

Seconded by: Lydon

To approve the authorization to expend \$75,000 as a portion of the local match for a grant for installation of fiberoptic cable.

Yes: 5

No: 0

The Mayor declared the motion carried.

Michael Coyle and Cheryl Livingston from Veteran's Memorial Hospital joined in on discussion of the purchase of an ambulance for the hospital. The council thought it would be good to develop a two-to-five-year plan on how it can be funded and ways to work together. Michael also mentioned that there has been good progress with the medical clinic which will be called Veteran's Memorial Hospital Medical Clinic Waukon. Demolition on the clinic was completed on Saturday and will hopefully be able to see non-employee patients starting in May.

No action taken.

Gary discussed the recommendations from the attorney regarding the contract with Fehr Graham as the City Engineer.

Moved by: Rausch

Seconded by: Hatlan

To approve the contract with Fehr Graham for Appointment of City Engineer.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Decker

Seconded by: Lydon

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, Rausch

No: 0

The Mayor declared the motion carried.

Moved by: Ellingson

Seconded by: Decker

To exit closed session.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Hatlan

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Sarah Snitker
City Clerk