

COUNCIL ROOM-----April 2, 2018

The Waukon City Council met in regular session on April 2, 2018 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: Gayle Decker, Arvid Hatlan, John Lydon, and Ben Rausch. Council members absent: None. One Council seat vacant. Others present: City Manager Dean Hilgerson; Police Chief Phil Young; Street Superintendent Keith Burrett; Water/Sewer Superintendent Robert Campbell; Park, Rec & Wellness Director Jeremy Strub; City Attorney James Garrett; Ardie Kuhse – WEDC; Lyle TeKippe- Fehr Graham; Joe Moses – The Standard; and citizens.

The Mayor called the meeting to order.

Moved by: Lydon

Seconded by: Hatlan

To approve the consent agenda.

Agenda

Minutes of March 19, 2018 regular session; March 28, 2018 special session.

Class C Liquor License (LC) (Commercial) with Catering Privilege, Outdoor Service and Sunday Sales for Green Valley Getaway LLC d/b/a Green Valley Getaway; 76 16th Ave NW.

Class B Native Wine Permit (WBN) with Sunday Sales for Hartig Drug Co. d/b/a Hartig Drug Store #12; 21 West Main St.

Class C Liquor License (LC) Commercial with Outdoor Services and Sunday Sales for Waukon Golf & Country Club d/b/a Waukon Golf & Country Club; 308 1st St SE.

Class B Beer (BB) (Includes Wine Coolers) with Outdoor Services and Sunday Sales for City of Waukon d/b/a City of Waukon, Park & Recreation Department, Waukon; 835 Allamakee St.

Payment of Claims

Allamakee County Sheriff	answering services	750.00
Alliant Energy	services	12,729.11
AT & T	services	42.50
Black Hills Energy	services	2,435.20
Bodensteiner Body Werks	repairs	1,500.35
Carquest Auto Parts	parts/supplies	663.07
City Laundering	supplies	37.05
Culligan Water Conditioning	services	308.84
EMC Insurance Casualty Company	overpayment	103.97
Group Services, Inc.	adm. fees	261.05
Iowa Law Enforcement Academy	services	75.00
Jim's Full Service	fuel	819.78
Ken Kerr Electric	services	239.94
Light Source Central LLC	supplies	373.82
McMillan Muffler	parts/labor	237.49
Northeast Iowa Telephone Company	services	59.95
NSI Lab Solutions	supplies	235.00
Panther Uniforms, Inc.	supplies	75.40
R.W. Pladsen, Inc.	service	43.78
Pat Stone	reimbursement	17.84
TestAmerica Laboratories, Inc.	samples	1,163.00
Paul Wagner	reimbursement	44.71
Waukon Area Fire Protection District	28E Agreement	21,250.00
Waukon Economic Development Corporation	sign reimbursement	34.64
Bieber Insurance & Real Estate	add on insurance	997.00
Bieber Insurance & Real Estate	cyber/liability insurance	2,000.00
Bieber Insurance & Real Estate	airport/liability insurance	2,100.00
Bieber Insurance & Real Estate	property/liability insurance	149,360.00
EFTPS	withholding	3,850.15
EFTPS	withholding	7,159.72
Regular Payroll	Mar 11, 2018 – Mar 24, 2018	32,774.34
Town & Country Sanitation	services	18,127.25
Waukon Postmaster	postage	161.00

Fund Totals:	General:	189,492.34	Library:	3,198.62
	RUT:	10,698.22	Spec.Rev.Empl:	2,237.48
	Water:	18,814.07	Wellness Ctr:	4,687.35
	Sewer:	30,902.87		

Yes: Lydon, Hatlan, Decker, Rausch

No: 0

Vacant: 1

The Mayor declared the motion carried.

Under Departmental Reports: Street Superintendent Keith Burrett briefed on the storm sewer behind the Rossville Road car wash, the street light on the corner of 5th St and 4th Ave SW, and the Street Dept would be starting it's summer hours. Water/Sewer Superintendent Robert Campbell briefed that the infiltration flow study would be starting April 16th.

City Manager Dean Hilgerson briefed on the West Main Street sidewalk extension and the Council would need to make a decision; briefed on the street light project and if the current poles were reused, they would be retro fitted with new wiring and light heads.

The City Clerk briefed the Council on Officer Burrett's resignation and that there wasn't a signed contract for reimbursement of training if Officer Burrett left prior to four years from the date of completion of the Law Enforcement Academy in May 2014.

Moved by: Hatlan

Seconded by: Lydon

To waive the \$2,585.50 (25%) requirement of reimbursement since the officer is a month short of fulfilling the requirement.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

The Council discussed the vacancy created by Dwight Jones's resignation and there are five people interested in the position.

Moved by: Lydon

Seconded by: Hatlan

To have any interested personnel email the City Clerk by 3:00 pm April 13, 2018 for the Council to review the names and appoint someone at the April 16th meeting.

Yes: 4

No: 0

Vacant: 1

The mayor declared the motion carried.

City Manager Dean Hilgerson briefed the Council on the IDOT work easements for sidewalk work being completed on City property and the City could either accept the \$100.00 easement payment or refuse it and the funds would go back into the project fund.

Moved by: Lydon

Seconded by: Rausch

To accept the \$100.00 for the construction work easements.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Joe Cunningham from Trees Forever presented a presentation on their spring planting for May 6th. There was a lengthy discussion regarding the planting of trees in the street boulevard when the IDOT project has to remove 38 trees. It was discussed to have City Manager Dean Hilgerson and Street Superintendent Keith Burrett review the tree planting sites.

Moved by: Decker

Seconded by: Lydon

To table action until the April 16th meeting.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Park, Rec & Wellness Director Jeremy Strub gave a presentation on the Park, Rec and Wellness programs. There was discussion of converting a part time position into a full time position with benefits.

Moved by: Hatlan

Seconded by: Lydon

To post the full time position and have it on the April 16th Council agenda.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Rausch

To approve the Allamakee County Sheriff's request to conduct a mock accident drill on 3rd Ave NW and 13th St NW on April 18, 2018 from 12:00 P.M. to 3:15 P.M.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

The Mayor started the discussion about reducing the fines that were sent out to the property owners that didn't have their sidewalks cleared of snow and ice. The City Clerk briefed that 3 were sent out in February and 20 were sent out in March and those that didn't pay would be turned over to the County Treasurer to be collected with property taxes.
No Action Taken

Jim Bieber – Bieber Insurance briefed the Council on EMC Insurance's recommendation to move some items from the Inland Marine Policy to the Property Policy with a potential savings of \$1,500.00.

Moved by: Rausch

Seconded by: Lydon

To follow the recommendation from EMC for insurance savings.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

City Manager Dean Hilgerson briefed the Council on the leasing options for a new snow plow truck and that to include a stainless steel box would add an additional \$3,000.00 to the quote. Council member Rausch asked that this agenda item and the agenda item for an asphalt machine be discussed at the same time as the funding would come from the Street Department. There was lengthy discussion as to what the asphalt machine could accomplish for the City streets.

Moved by: Hatlan

Seconded by: Lydon

To table action for the truck lease and the asphalt machine until the May 7th meeting.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

City Manager Dean Hilgerson briefed the Council that the City was on the approval list for the SRF loan and that there would be an upcoming published notice and public hearing. The engineering cost would be reimbursed under the SRF loan. Preliminary plans would be ready for review by June 26th and better cost estimates would be known.
No Action Taken.

The City Clerk presented information on what the sewer plant rates would look like if the City used \$200,000.00 of TIF as part of the loan payment for the first five years and an example of a tiered sewer rate structure. There was a lengthy discussion on the use of TIF and how it would affect other City funds and the debt capacity. There was further discussion on the examples of going to a tiered rate structure. It was discussed to have the Travis Squires - Piper Jaffray Co. to review the numbers and have the City Attorney draft the rate increase resolution.

Moved by: Lydon

Seconded by: Rausch

To proceed with a straight sewer rate increase and not use TIF as part of the loan payment.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Hatlan

To not have a tiered rate structure for sewer usage.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

The City Clerk briefed the Council on a utility account user that stated her mail was late getting to her and she paid the amount, but wanted the late penalty of \$10.11 taken off.

Moved by: Lydon

Seconded by: Decker

To leave the penalty on the utility bill.

Yes: 3

No: 1 (Hatlan)

Vacant: 1

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Rausch

To accept the bid of \$9,601.50 from River City Paving for asphalt work on the 1st St SW cul-de-sac.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Rausch

To agree to the resolution to waive the right to review the Gregory & Marlene Palmer Subdivision Plat.

Yes: Hatlan, Rausch, Decker, Lydon

No: 0

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3301 to the resolution.

Moved by: Lydon

Seconded by: Rausch

To agree to the resolution finally approving and accepting the Aveka Nutra Processing LLC. Subdivision Plat.

Yes: Rausch, Decker, Lydon, Hatlan

No: 0

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3302 to the resolution.

Moved by: Lydon

Seconded by: Rausch

To agree to the resolution disapproving the Fareway Addition Subdivision Plat.

Yes: Decker, Lydon, Hatlan, Rausch

No: 0

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3303 to the resolution.

Moved by: Lydon

Seconded by: Hatlan

To agree to the resolution approving the economic development agreement and grant of \$21,877.00 between the City of Waukon and Waukon Economic Development Commission for July 1, 2018 to June 30, 2019.

Yes: Hatlan, Rausch, Lydon

No: Decker

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3304 to the resolution.

Moved by: Lydon

Seconded by: Hatlan

To agree to the resolution providing an economic development grant of \$16,123.00 to Waukon Economic Development Commission for administrative expenses for July 1, 2018 to June 30, 2019.

Yes: Rausch, Lydon, Hatlan

No: Decker

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3305 to the resolution.

Moved by: Lydon

Seconded by: Hatlan

To agree to the resolution providing an economic development grant of \$12,394.00 to Allamakee County Economic Development for administrative expenses for July 1, 2018 to June 30, 2019.

Yes: Lydon, Hatlan, Rausch

No: Decker

Vacant: 1

The Mayor declared the resolution approved and the Clerk assigned number 3306 to the resolution.

Other Matter: the City Clerk announced his retirement date of August 31, 2018.

Moved by: Lydon

Seconded by: Hatlan

To Adjourn.

Yes: 4

No: 0

Vacant: 1

The Mayor declared the motion carried.

Allen D. Lyon
City Clerk