COUNCIL ROOM----------December 7, 2020

The Waukon City Council met in regular session via an electronic meeting on December 7, 2020 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, Ben Rausch, John Lydon, Arvid Hatlan (arriving late), and Gayle Decker. Council members absent: None. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Water & Sewer Superintendent Jim Cooper; Assistant City Attorney Kevin Stinn; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Library Director Cate St. Clair, Askew Scientific Consulting – Edward Askew, Aveka – Matt Pladsen, and citizens.

The Mayor called the meeting to order.

Moved by: Lydon Seconded by: Ellingson

To approve the consent agenda.

Agenda

Minutes of November 16, 2020 regular session.

Resolution – Agreeing to transfer funds 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 3654 to the resolution.

Resolution – Agreeing to transfer funds of $8,806.56 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share – reimbursement for November, 2020 payroll salaries. The Clerk assigned number 3655 to the resolution.

Resolution – Agreeing to transfer twenty-five percent of funds of (16,088.03) (Hotel/Motel money received in November, 2020 and deposited into the General Fund) from the General Fund to the Hotel/Motel (Tourism/Economic Development) Fund in the amount of $4,022.01. The Clerk assigned number 3656 to the resolution.

Resolution – Approving Technical Services Contract for CDBG Exterior Sustainability Grant Program to Upper Explorerland Regional Planning Commission, if the program is awarded. The Clerk assigned number 3657 to the resolution.

Payment of Claims

Approval of Change Order #5 in the amount of $269.00 for the Police Station Renovation Project.

Approval of Change Order #1 in the amount of $3,196.90 for the Hidden Creek Lift Station Improvements Project.

Approval of Pay Application #2 of $45,525.09 – Hidden Creek Lift Station Improvements Project – Skyline Construction Inc.

Approval of Pay Application #3 of $7,352.60 – Hidden Creek Lift Station Improvements Project – Skyline Construction Inc.

Payment of Claims:	**December 7, 2020**	
AFLAC	Insurance - November	665.72
AFLAC	Insurance - December	1,176.24
Alera Group	Safe-T-Fund- November	1,046.69
Allamakee County Sheriff	Answering Services - November	750.00
Alliant Energy	Electricity - November	14,640.46
Automatic Systems	Services	774.25
Blake Excavating	Demolition - Duplex	8,150.50
CarQuest Waukon	Supplies	354.19
CarQuest Waukon	Supplies- Ambulance	8.78
City Laundering Company	Uniforms	925.35
Culligan Water Conditioning	Supplies	72.00
Cunningham Hardware	Supplies	309.49
Cunningham Hardware	Supplies - Ambulance	63.48
Doeppke, Chris	Reimburse - Mileage	215.18
Electric Pump	Service Agreement	3,266.85
First Net / AT&T Mobility	Communications	198.55
Freedom Bank	Gund-Prin/Int	4,550.00
Galls	Training Bags / Supplies	1,272.72
Group Services	Admin Fees - January	329.15
Gundersen Health Systems	Physical	312.00
Harrington, Dustin	Reimburse - Mileage	533.60
Harrington, Dustin	Reimburse - Mileage	265.64
Harrington, Dustin	Reimburse - Fuel	23.98
Hausladen's Auto Supply	Repairs	13.96
Matt Hawkins Southside Rentals	Rent - December	1,000.00
Iowa Dept. of Transportation	Supplies-Ice Melt	6,129.35
Iowa One Call	Locates - October	51.30
Jim's Full Service	Fuel	1,519.10
Ken Kerr Electric	Locate/Repairs	697.04
Keystone Laboratories, Inc.	Testing	62.50
LNM Truck Repair	Repairs	1,429.50

Lydon Electric Motors	Repairs	74.18
Martin Gardner	Designs - Police Station	2,258.48
Martin Gardner	Designs - Police Station	772.70
McMillan Muffler	Repairs	43.76
Mediacom Business	Telephone/Internet	117.14
Motorola Solutions, Inc.	Radio Equipment	8,635.80
Mulgrew Oil Company	Fuel	358.06
Mulgrew Oil Company	Fuel - Ambulance	343.29
Northeast Iowa Telephone Company	Internet	59.95
Ness Pumping Service	Services	1,945.00
News Publishing	Services	789.52
Quill Corporation	Supplies	77.75
Quillin's Food Ranch	UPS/ Supplies	289.90
Storey-Kenworthy	Supplies	203.40
Sun Life Financial	Insurance-December	207.00
Swartz Law Firm, PLLC	Legal Services - October	2,848.35
Swartz Law Firm, PLLC	Legal Services - November	3,168.00
TASC Client Invoices	Insurance Fee - 1st Qtr 2021	100.23
T&W Grinding	Service Agreement	2,210.00
TestAmerica	Testing	1,124.00
Truck Country of Iowa	Supplies	133.28
Upper Iowa Insurance Services	Insurance	170.00
USA Blue Book	Repairs	320.81
Valley Crane & Construction	Repairs - Ambulance Garage	95.00
Village Farm & Home	Supplies / Uniforms	367.68
Paul Wagner	Reimburse - Zoom	16.04
Waukon Chamber of Commerce	Membership	160.00
Waukon State Bank	Gund-Prin/Int	4,550.00
Waukon Tire Center	Repairs - Ambulance	412.51
Wilkes, Natasha	Reimburse - Postage	16.25
WrightWay Computers	IT Services	599.50
PAID -- Claims		
Regular Payroll	November 1-14, 2020	41,141.19
EFTPS	Federal Withholding	3,950.95
EFTPS	SS/ Medicare Withholding	8,715.60
Regular Payroll	November 15-28, 2020	39,121.32
EFTPS	.	4,096.38
EFTPS	SS/ Medicare Withholding	8,597.78
Kody Benzing	Reimburse - Renter Deposit	150.00
Century Link -Business Services	Telephone - October	76.16
Iowa Finance Authority - SRF	Interest / Fees -- WWTP Loan	72,346.51
Luana Savings Bank	GO 2020 Bonds - Interest	17,585.00
Treasurer, State of Iowa	WET Tax	2,132.00
Treasurer, State of Iowa	Sales Tax	4,782.00
Town Country Sanitation	Services	17,938.75
Wapasha Construction	WWTP Pay App #18	288,415.76
Waukon Postmaster	Postage	196.37
WSB - CC-Des Moines Register	Publications	1.06
Wellmark BCBS	Insurance - December	20,396.55
PAID -- Wellness Claims:		
Alliant Energy	Electricity - October	2,871.84
Black Hills Energy	Gas - October	809.45
Cardmember Services	Equipment / Concessions	1,249.16
Casper Plumbing / Heating	Repairs	6,817.20
Delta 3 Engineering	HVAC Elevations	7,915.00
Fastenal	Supplies	197.62
Meg Schaller	Reimburse - Senior Room Rental	50.00
Winona Controls	Repairs	1,219.15
PAID -- Park/Rec Claims:		
Agvantage FS	Fuel	966.16
Alliant Energy	Electricity - October	545.75
Black Hills Energy	Gas - October	31.06
Cardmember Services	Supplies	8,599.25
Century Link	Telephone	38.11
IA Dept of Inspections / Appeals	Concessions Licenses	300.00
Schulze Construction	Repairs	75.00
US Cellular	Telephone	125.63
Wellness Claims:		
Skyline Landscaping	Services	1,335.50
Park/Rec - Pool Claims:		
Skyline Landscaping	Services	1,164.00
Leiran Auto Repair	Repairs	704.83
South Winn. Park & Rec	Registration	350.00

General:	111,505.80	Sewer Sinking Bond:	63,303.19
Library:	8,889.08	2020 Municipal:	3,031.18
RUT:	28,407.90	Wellness:	24,036.42
Employee Ben.:	18,264.05	Water:	25,361.51
T & A Ins.:	241.59	Sewer:	33,355.46
Cap Equip:	8,635.80	Debt Gund:	9,100.00
Sewer Plant:	288,415.76	Debt Service:	17,585.00
McMillan Duplex:	8,150.50	TOTAL:	648,283.24

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

Under Public Comments: There were no public comments

Under Department Reports:
Park and Recreation, Wellness Center Director, Jeremy Strub, briefed that the ice-skating rink will go inside the tennis courts and be available once it gets cold enough. A shelter for the Freedom Rock was donated and should get shipped next week. Water & Sewer Superintendent, Jim Cooper, briefed that a representative with DNR will be stopping tomorrow to inspect the old plant and check progress on the new plant. Street Superintendent, Keith Burrett, briefed that equipment is serviced and ready for winter and that for COVID-19 precautions the shop is currently on lockdown. Police Chief, Paul Wagner, briefed that the new police station should be completed by the end of December and he has been talking with Gary on getting new furniture for the building as the old equipment is in bad condition.

Hatlan arrived during Department Reports.

City Manager, Gary Boden, briefed on possible areas where funds for the furniture at the police station could be taken from. He is working with Lyle TeKippe on getting a cost of what it would be to install the water/sewer for the Bresnahan property and had discussions with Prairie Homes on designs.

City Mayor, Pat Stone, mentioned the CAT grant pre-application for the Tierney building needs to be submitted by the middle of January.

Moved by: Lydon Seconded by: Rausch
To approve the Annual Financial Report for FYE June 30, 2020
Yes: 5 No: 0
The Mayor declared the motion carried.

Jeremy Strub discussed costs of purchasing a utility tractor and mower and what has been budgeted.
Moved by: Rausch Seconded by: Lydon
To approve the purchase of a utility tractor and mower.
Yes: 5 No: 0
The Mayor declared the motion carried.

Edward Askew with Askew Scientific Consulting discussed some of his preliminary review and talked about potential strategies.
Moved by: Lydon Seconded by: Rausch
To approve hiring Edward Askew for $8,000 to assist the City in Drafting New Industrial Contract for Sanitary Sewage Treatment as it Relates to Operations of New Wastewater Treatment Plant.
Yes: 5 No: 0
The Mayor declared the motion carried.

There was a lot of discussion regarding Enforcement of City Sanitary Sewage Treatment Ordinances and Contract Provisions with Aveka. Some concerns were discussed and ways to potentially move forward with maintenance supervisor, Matt Pladsen, stating how they plan to proceed. It was mentioned that updating the city ordinance would be beneficial.
No action taken.

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

Moved by: Lydon Seconded by: Decker
To adjourn.
Yes: 5 No: 0
The Mayor declared the motion carried.

Sarah Snitker
City Clerk