

The Waukon City Council met in regular session on Sept 17, 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, John Ellingson, Arvid Hatlan, John Lydon, and Ben Rausch. 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; Ardie Kuhse- WEDC; Lyle TeKippe- Fehr Graham; Brooke Troendle-Walk-On Waukon group; Jayne McCormick- Walk-On Waukon group; Joe Moses- The Standard; Matt Teslow-Landlord; and citizens.

The Mayor called the meeting to order. The Mayor requested that under regular business number 18, recycling, and number 19, a jetter, be added to the agenda.

Moved by: Hatlan

Seconded by: Rausch

To approve the consent agenda.

Agenda

Minutes of Sept 04, 2018 regular session.

Approval of Class B Native Wine Permit (WBN) for Sherri Hunstad d/b/a Waukon

Greenhouse 27 Spring Ave.

City Clerk/Treasurer's Reports for August 2018.

Payment of Claims

AECOM Technical Services, Inc.	traffic signals/street light design	1,640.09
AFLAC	insurance	123.96
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	81.41
Allamakee County Recorder	services	66.00
Allamakee County Sheriff	answering service	750.00
APWA Iowa Chapter	training	200.00
AT & T	services	210.45
Benjegerdes Machine, Inc.	parts/labor	68.63
Blue Cross Blue Shield	insurance	15,547.18
Bodensteiner Implement Company	parts	21.95
Bruening Rock Products Inc.	materials	91.68
Builders First Source	supplies	27.81
Carquest Auto Parts	supplies	113.14
Casey's General Stores, Inc.	fuel	267.36
Caterpillar Financial Service Corporation	lease payment	22,384.24
Century Link	services	516.23
Clouser Plumbing Technologies	parts/labor	4,500.00
County Materials Corporation	parts	1,771.19
Cunningham Hardware & Rental LLC	supplies	98.22
Driveway Specialist	repair parking lots	14,475.00
Electrical Engineering & Equipment Co.	parts	154.46
Fehr Graham Engineering & Environmental	services-Wastewater Treatment Plant	60,611.25
Fehr Graham Engineering & Environmental	services-Green Valley Road Bridge	11,874.25
Fehr Graham Engineering & Environmental	services-1 <sup>st</sup> Ave NW Resurfacing Imp	989.25
James Garrett Law Office	legal fees	3,316.33
Jim's Full Service	fuel-Ambulance	460.11
Ken Kerr Electric	services	283.63
Keystone Laboratories, Inc.	samples	64.00
Klocke's Emergency Vehicles	ambulance repairs	84.66
Kwik Trip Inc.	fuel	997.20
Mayo Clinic	physical	195.00
McDonald Supply	parts	68.57
Mulgrew Oil & Propane	fuel	842.52
Mulgrew Oil & Propane	fuel-Ambulance	525.98
Northeast Iowa Telephone Company	services	59.95
On-Site Information Destruction Services	services	45.00
Palmer Repair Inc.	parts	26.27
Panther Uniforms, Inc.	supplies	572.10
Quillin's Food Ranch	supplies/UPS charges/fuel	434.47
Reiser Implement Inc.	service	241.96
Ricoh USA, Inc.	copies	32.59
River City Paving	materials	1,144.57
Rolling Hills Concrete Construction, Inc.	curb & gutter	560.00
Shopko	supplies	16.87
State Hygienic Laboratory	test	125.00
Storey Kenworthy/Matt Parrott	supplies	858.72
T & W Grinding	per agreement	2,252.50
Tactical Solutions	certification-radar units	96.00
Tri-State Adjustments Inc.	services	123.81
Ultramax	supplies	2,434.00
US Cellular	services	515.39
USABlueBook	supplies	675.64

Village Farm & Home	supplies	307.02
Waukon Economic Development Corp	sign reimbursement	52.97
Waukon Feed Ranch	supplies	104.56
Waukon Tire Center Inc.	battery-Ambulance	303.90
Blake Excavating LLC	digging bond refund	750.00
City of Lansing	academy training	7,046.69
EFTPS	withholding	4,343.23
EFTPS	withholding	9,046.32
Farmers & Merchants Savings Bank	princ/int.-Gundersen Clinic	4,550.00
Gladys Pedroza	deposit refund	150.00
IPERS	withholding	17,756.34
IPERS	withholding	6,888.41
Jennifer Mahr	deposit refund	150.00
Regular Payroll	Aug 26 – Sept 8, 2018	39,644.72
Town & Country Sanitation	services	17,860.75
Treasurer – State of Iowa	withholding	6,824.00
Waukon Postmaster	postage	189.28
Waukon Postmaster	stamps	250.00
Waukon State Bank	princ/int.-Gundersen Clinic	4,550.00

**Fund Totals:**

General:	68,658.12	Library:	7,404.20	Street Improv:	15,063.59
RUT:	34,398.98	Wellness Ctr:	8,052.94	Debt Service:	28,050.91
Water:	20,057.09	Spec.Rev.Empl:	15,988.62	Gundersen Debt:	9,100.00
Sewer:	12,055.75	Adm. Costs:	630.00	Sewer Plant Improv:	60,611.25

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

Under Public Comments: There were no public comments.

**Under Departmental Reports:**

Police Chief Phil Young briefed that an auction is to be held this weekend, selling bicycles and a generator. The new police vehicle was ordered.

Water & Sewer Superintendent Jim Cooper briefed that he is getting pricing for a VFD (variable frequency drive) that went out. Request was made to trade in for a new Tool Cat at \$5000. He mentioned there were two water leaks the Water & Sewer Department were working on.

Park, Recreation & Wellness Director Jeremy Strub briefed that youth volleyball, flag football and adult kickball are underway. There was a dog swim September 16<sup>th</sup> at the City pool. The pool was drained September 17<sup>th</sup> and winterized.

City Manager Dean Hilgerson briefed that the Planning and Zoning meeting is this week. They will review a draft provision/ordinance to allow chickens in the City limits. Our financial audit has started today, September 17<sup>th</sup> with auditors from Hacker, Nelson & Co. Dean and Lana will meet Tuesday, September 18<sup>th</sup> with Piper Jaffray representative, Travis Squires, to review financing options. There are numerous old files in an upstairs storage room at the City Hall. Dean is looking into the City's record retention policies. Green Valley Bridge Project is proceeding along. Lyle TeKippe briefed the Council that paving should be completed this week and we should be pleased with the end result. Dean made a request to place discussion with Fehr Graham, Lucas Elsbernd, on the October 1<sup>st</sup> agenda in order to discuss the plans for the Waste Water Treatment Plant.

Moved by: Lydon

Seconded by: Rausch

To agree to the resolution to transfer \$630 from the Southeast Urban Renewal Area Tax Increment Revenue Fund to the Administrative Costs Tax Increment Sub Fund for additional administrative costs incurred during August, 2018.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3362 to the resolution.

Moved by: Rausch

Seconded by: Decker

To agree to the resolution to transfer \$6,083.74 from the General Fund to Hotel/Motel (Park Improvements) Fund = \$4,562.80 (75%) and to the Hotel/Motel (Tourism/Economic Development) Fund = \$1,520.94 (25%).

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3363 to the resolution.

Moved by: Lydon

Seconded by: Decker

To agree to the resolution to transfer \$19,000.00 from the General Fund (property taxes) to the Library Fund for library expenses.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3364 to the resolution.

Moved by: Hatlan

Seconded by: Rausch

To agree to the resolution to transfer \$1,474.47 from the City Hall Preservation Fund to the City Hall Improvements Fund; and to close out the City Hall Preservation Fund.

Yes: Ellingson, Hatlan, Rausch, Decker, Lydon No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3365 to the resolution.



