

COUNCIL ROOM-----February 5, 2018

The Waukon City Council met in regular session on February 5, 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, Dwight Jones; and Ben Rausch (arriving late). Council members absent: None. Others present: City Manager Dean Hilgersen; 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; Neil Schrader – Hacker Nelson; Jenny Hennessy – Hacker Nelson; Joe Moses – The Standard; and citizens.

The Mayor called the meeting to order.

Moved by: Decker

Seconded by: Jones

To approve the consent agenda with a correction to the minutes of January 15, 2018 as my “No” vote for the pre-application grant on the former Tierney building was recorded as a yes and I asked that the minutes be corrected.

Agenda

Minutes of January 15, 2018 regular session; January 25, 2018 special session.

Payment of Claims

A-OK Well Service, LLC	mini excavator	540.00
Allamakee County Sheriff	ans. services	750.00
Alliant Energy	services	14,706.81
AT & T	services	229.07
Automatic Systems Co.	services	1,122.75
Black Hills Energy	services	2,976.62
Brown Supply Co.	parts	1,013.31
Carquest Auto Parts	parts/supplies	141.97
City Laundering Co.	services	1,084.63
Clark Tire Pros	service	52.07
Compass Minerals	supplies	5,223.99
Culligan Water Conditioning	services	55.40
Electric Pump	services	6,455.76
Group Services, Inc.	adm. fees	590.20
Group Services, Inc.	self-fund request	100.00
Hach Company	supplies	859.71
Iowa Department of Transportation	supplies	78.48
Iowa Municipal Finance Officers Association	annual dues	50.00
Iowa One Call	services	8.10
Iowa Workforce Development	unemployment	2,535.66
JaDecc's Inc.	cables	50.00
Jim's Full Service	fuel	1,216.40
Jim's Full Service	fuel – ambulance	249.55
Johnson's Lawn Care	snow removal @ WWC	1,505.00
Kathy Kleaned	services	459.00
Ken Kerr Electric	services	146.13
Kerndt Trenching Service	services	300.00
LnM Truck & Trailer Repair LLC	parts/labor	646.39
Mellen & Associates, Inc.	parts	773.59
Mulgrew Oil & Propane	fuel	791.92
Mulgrew Oil & Propane	fuel – ambulance	991.96
Municipal Supply, Inc.	supplies	248.61
NBS Calibrations	services	838.00
News Publishing Co., Inc.	services	783.85
Northeast Iowa Telephone Co.	services	42.50
R.W. Pladsen, Inc.	parts	59.79
TestAmerica Laboratories, Inc.	samples	908.00
Tri-State Business Machines	supplies	89.23
Tri-State Doors	service	80.00
Tyler Technologies	maintenance-2018/2019	10,034.93
Waukon Economic Development Corp.	sign reimbursement	38.54
Waukon Tire Center Inc.	services – ambulance	626.07
Ziegler Inc.	parts	74.36
Teamsters Local 238	union dues	202.48
Blue Cross Blue Shield	insurance	15,999.93
CenturyLink	services	336.60
EFTPS	withholding	7,975.30
EFTPS	withholding	9,107.34
Nick & Katie Danover	deposit refund	150.00
Regular Payroll	Dec 31, 2017 – Jan 13, 2018	39,708.03
Regular Payroll	Jan 14, 2018 – Jan 27, 2018	32,408.11
Town & Country Sanitation	services	17,884.50
Treasurer – State of Iowa	sales tax	4,765.00

Waukon Postmaster		postage		158.76	
General:	70,455.09	Spec.Rev.Empl:	8,310.74	Water:	37,479.88
Library:	8,548.12	T&A Ins.:	100.00	Sewer:	27,717.18
RUT:	24,619.74	Wellness Ctr:	10,993.65		
Yes: Lydon, Jones, Decker, Hatlan		No: 0		Absent: Rausch	
The Mayor declared the motion carried.					

Under Departmental Reports: Water/Sewer Superintendent Robert Campbell briefed on the requirement of further additional testing for hardness of water above and below the Waste Treatment Facility discharge. Park, Rec & Wellness Director Jeremy Strub briefed that the estimate for the tennis courts is about \$146,000.00.

Neil Schrader & Jenny Hennessy of Hacker Nelson briefed the council on the results of the audit for the Fiscal Year ending June 30, 2017. Jenny Hennessy noted that the City didn't certify the equalization payment for the Fire Station with the county and that would be shown on the next TIF report.

Moved by: Lydon  
To accept the audit results.

Seconded by: Hatlan

Yes: 5 No: 0

The Mayor declared the motion carried.

City Clerk Allen briefed the Council that Travis Squires couldn't make the meeting due to the weather and would be on the agenda for Feb 19<sup>th</sup>. Lyon presented a spread sheet on information on potential sewer rate increases and meeting the annual sewer bond payment which includes using an annual \$150,000 TIF payment. There was lengthy discussion on going to a monthly billing or looking at an estimated payment program. The discussion also covered changing out the existing water meters with a wireless read meter.

No Action Taken.

City Manager Dean Hilgerson briefed that funding for the Waste Water Treatment Facility using a CDBG grant of \$600,000.00 that the City would be eligible for if it met the threshold of the Low to Moderate Income City. When the last survey was conducted, the City missed the threshold by 0.6%. The request to seek proposals would be to conduct the survey, write the grant and administer the grant. The estimate of the survey would be around \$3,500.00.

Moved by: Lydon

Seconded by: Jones

To proceed with requesting proposals for the LMI survey, proposals for the grant writing and administering the grant.

Yes: 5 No: 0

The Mayor declared the motion carried.

City Manager Dean Hilgerson briefed the Council on State Revolving Loan Fund special projects and there is a meeting scheduled for Feb 15<sup>th</sup> with the Fehr Graham, local soil conservation representatives, members of RC&D and looking at potential projects. With an SRF loan for the Waste Treatment plant, the state has a program that 10% of the cost of the plant would qualify for special water projects and the City would be reimbursed with reductions on the interest for the Waste Treatment funding. Cost of writing the grant application is \$750.00.

No Action Taken.

City Manager Dean Hilgerson briefed that the pre-grant application for the former Tierney Building has been approved and the City needs to submit the final grant application. There was discussion on the potential uses of the building with one idea being to relocate the Chamber/WEDC/County tourism there and the potential use of the current Chamber/WEDC/County tourism building as a Police facility. There was discussion about how that would take the Tierney Building off the tax rolls. Other discussion dealt with the condition of the building and was it structurally sound and what is the final plan for the building.

Moved by: Jones

Seconded by: Lydon

To direct the City Manager to have a structural/architectural engineer to check the structural integrity of the building and not to exceed \$5,000.00 and to report back to the Council on Feb 19<sup>th</sup>.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Jones

Seconded by: Rausch

To submit the final application for the Tierney building.

Yes: 4 No: 1 (Decker)

The Mayor declared the motion carried.

Ardie Kuhse – WEDC briefed the Council on the potential sale of a lot in the industrial park for a new USDA facility, but more offers were being received.

No Action Taken

Moved by: Jones

Seconded by: Lydon

To hire Mark Benda for the Water/Sewer Department with a starting wage of \$13.00 and a starting date of February 12, 2018.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Jones

Seconded by: Lydon

To hire Lucas Inglett as a Police Officer with a starting wage of \$19.90 and a starting date of February 19, 2018.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Hatlan  
To set March 5, 2018 as the Public Hearing for the FY 2019 budget.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Rausch  
No: 0

Park, Rec & Wellness Director Jeremy Strub briefed the Council on the needed repair work of \$18,230.00 for the Wellness Center heating unit and that it would take four weeks to order the parts. The repair work wouldn't be scheduled until around the April/May time frame.  
No Action Taken.

City Clerk Allen Lyon briefed the Council on a Notice of Interest that was submitted in Dec 2014 to the State and the State wanted to know if the City was still interested in keeping the NOI open or close it out. The NOI amount listed was \$1,000,000. And the City would have to match 25%.

Moved by: Rausch  
To proceed with the Notice of Interest to apply for storm/sanitary sewer project.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Decker  
Seconded by: 0

City Clerk Allen Lyon briefed the Council that the Planning & Zoning Board still has two vacancies on the Board. There was discussion on when the board met and some of the duties.

Moved by: Hatlan  
To advertise the vacancies in the newspaper.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Lydon  
No: 0

Moved by: Hatlan  
To reappoint Kathryn Wooden to a five year term on the Board of Adjustment.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Rausch  
No: 0

City Manager Dean Hilgerson asked that the discussion on the Planning & Zoning position be moved to the next meeting.  
No Action Taken.

Moved by: Lydon  
To have a public informational meeting on March 8, 2018 in the Senior Citizen Room in the Wellness Center at 5:00 PM. to 6:30 PM for the 2019 IDOT resurfacing project and sidewalks along the project.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Rausch  
No: 0

Under Other Matters, Council members Hatlan and Decker briefed the Council on their meeting with representatives from Aveka and the plan to reinstall the new silencer on the stack and to install an improved bag house unit in the summer.

Moved by: Lydon  
To Adjourn.  
Yes: 5  
The Mayor declared the motion carried.

Seconded by: Decker  
No: 0

Allen D. Lyon  
City Clerk