

The Waukon City Council met in regular session on November 4, 2019 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: John Ellingson, Ben Rausch, Gayle Decker, Arvid Hatlan, and John Lydon. Council members absent: None. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Park, Recreation and Wellness Director Jeremy Strub; Street Superintendent Keith Burrett; Water & Sewer Superintendent Jim Cooper; City Attorney Jim Garrett; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Matt Pladsen, Aveka representative; John Hitner; Harvey Estebo; and citizens.

The Mayor called the meeting to order.

Moved by: Lydon

Seconded by: Ellingson

To approve the consent agenda.

Agenda

Resolution- Agreeing to transfer \$29,065.00 from the TIF Fund to the Debt Service Fund for the interest payments due December 1, 2019 on the General Obligation Bonds. The Clerk assigned number 3508 to the resolution.

Resolution- Agreeing to transfer \$21,500.00 from the General Fund (property taxes) to the Library Fund for library expenses. The Clerk assigned number 3509 to the resolution.

Resolution- Agreeing to transfer \$18,809.06 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payments on the Sewer Revenue Bond, Series 2019. The Clerk assigned number 3510 to the resolution.

Resolution- Agreeing to transfer \$9,822.81 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share-reimbursement for the October, 2019 payroll salaries. The Clerk assigned number 3511 to the resolution.

To accept the Board of Adjustment's decision to grant a conditional use permit for 511 West Main Street.

Minutes of October 21, 2019 regular session.

Minutes of October 23, 2019 special session.

Approval of Class C Liquor License (LC) (Commercial) with Sunday Sales for Three Cows, LLC d/b/a Town Theater, 38 West Main Street.

Approval of Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales for Good Fellas, Inc. d/b/a Good Fellas, 29 West Main Street.

Payment of Claims

Alliant Energy	services	17,568.98
Black Hills Energy	services	998.37
Bruening Rock Products Inc.	materials	631.68
Robert Campbell	consultation fees	250.00
Carquest Auto Parts	supplies	633.09
City Laundering Co.	services	646.69
Clark Tire Pros	services	989.44
Culligan Water Conditioning	services	45.20
Dash Medical Gloves	gloves	41.94
Fehr Graham Engineering & Environmental	services-16 <sup>th</sup> Ave NW Improv	1,227.50
Galls, LLC	supplies	1,003.06
Group Services, Inc.	adm. fees	317.80
Group Services, Inc.	self-fund request	3,322.10
Lucas Inglett	reimbursement	475.60
Northeast Auto Body	services	200.00
Northeast Iowa Telephone Company	services	59.95
Panther Uniforms, Inc.	supplies	139.35
Quillin's Food Ranch	supplies/UPS charges	179.55
Racom Corporation	antennas	20.00
River City Paving	materials	671.16
R. W. Pladsen, Inc.	services	71.09
Snitker Lawn & Tree Service	tree removal	2,550.00
Stanard & Associates, Inc.	tests	87.00
Sweeney Builders, Inc.	plans	200.00
TestAmerica Laboratories, Inc.	samples	1,614.50
Truck Country of Iowa	parts	49.38
UMB Bank, N.A.	int.-G.O. Bond	13,793.75
UMB Bank, N.A.	int.-G.O. Bond	17,428.75
UMB Bank, N.A.	int.-G.O. Bond	16,842.50
Union Security Insurance Company	insurance	234.00
Paul Wagner	reimbursement	26.11
Waukon Economic Development Corp	sign reimbursement	44.22
Waukon Postmaster	first-class presort fee	235.00
Waukon Tire Center Inc.	services-Ambulance	1,107.91
West Side Waukon Lumber, Inc.	supplies	72.72
Wapasha Construction, Co.	pay est. #5-WWTP	176,983.76
City of Waukon	petty cash	56.78
Evertel Technologies, LLC	annual plan	144.00

Arthur Clocksin	digging bond refund	750.00
Waukon Postmaster	postage	156.24
Town & Country Sanitation	services	18,023.75
Regular Payroll	Oct 6, 2019-Oct 19, 2019	41,191.77
Amazon	flashlights	280.53
SpringHill Suites	lodging	200.40
EFTPS	federal withholding	3,960.98
EFTPS	soc.sec./medicare withholding	8,699.42
Amazon	flashlights	320.85

**Fund Totals**

General:	62,018.05	Library:	3,742.18	Street Improv:	1,227.50
RUT:	13,885.86	Spec.Rev.Empl:	3,185.21	Debt Service:	48,065.00
Water:	12,867.78	T&A Ins. Fund:	3,322.10	Sewer Plant Imp:	176,983.76
Sewer:	9,249.43				

Yes: Lydon, Hatlan, Ellingson, Rausch, Decker  
The Mayor declared the motion carried.

No: 0

Under Public Comments: Matt Pladsen, a representative of Aveka, was in attendance. He addressed the issue of the silo causing visibility issues at the Aveka location. He also introduced plans for a new process Aveka is looking into that may add fifteen to twenty more jobs to the area.

**Under Departmental Reports:**

Police Chief, Paul Wagner, briefed that Assistant Police Chief Inglett is attending a Field Training Officer School. Street Superintendent, Keith Burrett, briefed that they are getting ready for winter. They are prepping the plows and sanders.

Water & Sewer Superintendent, Jim Cooper, briefed that his department is getting winterized. They are using the new camera frequently. The contractors at the Wastewater Treatment Plant are present every day working on the new sewer plant and plan to work on it through the winter.

Park, Recreation & Wellness Director, Jeremy Strub, briefed that the park was winterized last week. The tennis courts will not have the lines painted until next Spring, however, the lights were installed. The Wellness Center business has picked up in the last few weeks since the weather has cooled down. Bids for the truck for sale through the Park department will be opened at the next Council Meeting.

City Manager, Gary Boden, briefed about the airport apron project. After consulting with two Council Members, Hatlan and Decker, and the Mayor, the City Manager came to the conclusion it was an emergency decision to put the rock in as a base to the apron. The bond issue commitment has been pushed back two weeks. Funds will be received in January instead of December, however, it will not have an impact on cash flow circumstances. There has been some work on the Police Department and there will be more discussed in closed session at the next Council meeting. The City Hall has work needed to be done on the roof, mainly the seam between the two buildings. The upstairs storage area needs to be addressed after the budget process is complete. The City Manager is working on getting the Council Chambers remodeled with a new Council desk and rearranging the setup, as well as getting a sound system set up. He shared a summary of comparable Cities to use as a basis for the salary survey being conducted to evaluate current wages held by City employees.

Mayor, Pat Stone, briefed that he attended a local Energy Audit presentation with Council Member, Gayle Decker. He felt it would be beneficial to look into the solar panel program. He shared issues with entry to the Library and availability of keys, not only to the Library but other City departments. He also brought up the issue of snow removal at the Library.

City Council Member, Gayle Decker, briefed on his visit to the Energy Audit presentations.

Moved by: Ellingson

Seconded by: Lydon

To agree to the resolution setting the annual salary of \$65,705.92 for Paul Wagner as Police Chief, effective October 21, 2019.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3512 to the resolution.

Ranae Warren, Group Services, was unable to join us. Discussion included an overview of the 2020 Health Renewal Executive Summary provided by Ranae in an earlier communication. She has been invited to join us Monday, November 18<sup>th</sup>.

No Action Taken.

Hourly pay rate for Assistant Police Chief, Lucas Inglett, will be determined after the salary survey being established at City Hall is complete with an effective date of October 21, 2019.

No Action Taken.

Moved by: Ellingson

Seconded by: Rausch

To approve the funding of the Police Department purchase of Motorola dual band radios in the amount of \$33,177.60.

Yes: 5

No: 0

The Mayor declared the motion carried.

Two leases were presented to the Council. The City Attorney had not received a response regarding the ag land airport lease but briefly reviewed the terms of the former Bresnahan property lease with Steve Stortz.

Moved by: Rausch Seconded by: Hatlan

To approve the renewal of the lease agreement with Steve Stortz.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Ellingson

Seconded by: Rausch

To approve the contract for Plaza Project with Skyline Construction in the amount of \$95,785.20.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was lengthy discussion regarding the removal of dead or deceased trees on private property.

Moved by: Ellingson

Seconded by: Rausch

To direct the City Attorney to pull and draw up an ordinance that addresses the nuisance trees for safety and any vegetation the City cuts to be cut flush to the ground.

Yes: 5

No: 0

The Mayor declared the motion carried.

City Attorney, Jim Garrett, briefed that a hearing was rescheduled for Maury Regan this Wednesday. There was brief discussion on the recovering of costs by the City. Further discussion will occur in closed session at a future date.

No Action Taken.

Moved by: Lydon

Seconded by: Rausch

To approve the contract for hardware and software from Wright Way Computers of Decorah in the amount of \$10,335.83.

Yes: 5

No: 0

The Mayor declared the motion carried.

The IT service agreement will be looked at during the next Council meeting.

The budget process schedule was discussed. We will try to do reviews during regular council meetings, if needed special sessions will be scheduled on off Mondays. We will plan a budget hearing on January 27, 2020 to adopt a resolution establishing the total maximum property tax dollars that may be certified for levy for general county services and the total maximum property tax dollars that may be certified for levy for rural county services.

No Action Taken.

The Mayor appointed John Hitner to the Planning & Zoning Commission to carry out Jason Fish's, term expiring September 21, 2023.

Moved by: Ellingson

Seconded by: Rausch

To accept the Mayor's appointment.

Yes: 5

No: 0

The Mayor declared the motion carried.

The Mayor appointed Harvey Estebo to the Planning & Zoning Commission to fill a vacancy, term expiring September 21, 2023.

Moved by: Decker

Seconded by: Rausch

To accept the Mayor's appointment.

Yes: 5

No: 0

The Mayor declared the motion carried.

The City Manager announced City Hall will be closed Monday, November 11, 2019 in observance of Veterans Day.

Moved by: Hatlan

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lana D. Snitker  
City Clerk