

COUNCIL ROOM-----June 3, 2019

The Waukon City Council met in regular session on June 3, 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: Gayle Decker, John Lydon, Arvid Hatlan, Ben Rausch and John Ellingson (via phone). 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 Department Pat Egan; Water & Sewer Superintendent Jim Cooper; City Attorney Jim Garrett; WEDC- Ardie Kuhse and Joe Cunningham; Fehr Graham- Lyle TeKippe; Mohn Surveying- Roger Mohn; Walk-On Waukon group- Brooke Troendle; Waukon Chamber of Commerce- Stephanie Dugan; St. Patrick School Principal- Katie Fahey; Skyline Construction- Jesse Delaney; The Standard- Joe Moses; and citizens.

The Mayor called the meeting to order. The Mayor requested that item number 8a under regular business be added, painting the outside of the North water tower.

Moved by: Lydon

Seconded by: Decker

To approve the consent agenda.

Agenda

Minutes of May 20, 2019 regular session.

Payment of Claims

Alliant Energy	services	14,650.55
Black Hills Energy	services	1,097.72
Bodensteiner Implement Company	parts	136.22
Brown Supply Co.	paint/supplies	5,940.55
Bruening Rock Products Inc.	materials	437.02
Carquest Auto Parts	supplies	893.32
Clark Tire Pros	parts/labor	318.66
Culligan Water Conditioning	services	35.00
First Supply LLC	parts	770.42
Group Services, Inc.	adm. fees	295.10
Group Services, Inc.	self-fund request	3,600.17
Iowa Department of Transportation	asphalt emulsion	612.50
Iowa Law Enforcement Academy	training	6,240.00
Iowa One Call	services	54.90
Lydon Electric Motors	parts	1,006.85
Matt Benda Concrete Construction	patch step/wall	1,500.00
Midwest Concrete Inc.	storm sewer repairs	17,843.00
Municipal Supply, Inc.	parts	488.71
Quillin's Food Ranch	supplies/UPS charges	177.47
Ed Schoenthal	reimbursement	36.68
Snitker Lawn & Tree Service	tree/stump removal	1,500.00
Star Equipment, LTD	parts	293.02
TASC-Client Invoices	adm. fees	97.50
Tyler Thesing	reimbursement	24.99
Union Security Insurance Company	insurance	216.00
Upper Iowa Insurance Services Corp	insurance add-on	244.00
Waukon Economic Development Corp	sign reimbursement	42.80
Colleen Schellhammer	deposit refund	150.00
EFTPS	federal withholding	3,787.52
EFTPS	soc. sec./medicare withholding	7,775.16
Marcia Ingvolson	deposit refund	150.00
Marissa Shelton	deposit refund	150.00
Mosaic	deposit refund	150.00
Regular Payroll	May 5 – May 18, 2019	36,523.00
TASC Inc.	deposit refund	150.00
Town & Country Sanitation	services	18,175.50
Wapasha Construction Co., Inc.	pay est. #1-Wastewater Treatment Plant	81,159.41
Waukon Postmaster	postage	191.24

Fund Totals

General:	54,010.22	Library:	3,530.75	Sewer Plant Imp:	81,159.41
RUT:	19,144.08	Wellness Ctr:	5,092.25	Storm Sewer Imp:	17,843.00
Water:	14,206.03	Spec.Rev.Empl:	2,383.18	T&A Ins. Fund:	3,600.17
Sewer:	5,945.89				

Yes: Lydon, Hatlan, Rausch, Decker

Absent: Ellingson

No: 0

The Mayor declared the motion carried.

The Mayor announced that this was the time and place for the public hearing on proposed change in zoning district classification for certain property in Waukon, Iowa- Green Valley Subdivision. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

The Mayor announced that this was the time and place for the public hearing on proposed plans and specifications and estimated costs of the Tennis Courts Project. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

The Mayor announced that this was the time and place for the public hearing on proposed disposition of interest in real property- West Side Subdivision- Lot 8. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

The Mayor announced that this was the time and place for the public hearing on proposed plans, specifications, form of contract and estimated cost of the Waukon Industrial Park Sidewalk Project. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Under Public Comments: There were no public comments.

Under Departmental Reports:

Police Chief, Phil Young, briefed that they are still working on doing background checks on the last couple of applicants. An interview was performed today and went well.

Street Department, Pat Egan, briefed that a storm sewer will need to be addressed in front of Krambeer Barber Shop and Waukon State Bank.

Water & Sewer Superintendent, Jim Cooper, briefed that two weeks ago the DNR performed an inspection on the water side. It resulted in no violations and it went really well.

Park, Recreation & Wellness Director, Jeremy Strub, briefed that the pool is open for the season. They are having some issues with the pool heater. The rest of the summer recreation programs have started. Last Wednesday was the first Music in the Park program with entertainment from the Toe Tappers.

City Manager Dean Hilgerson briefed on a meeting held to review the SRF special water projects, streambank stabilization. The DOT Street Project is proceeding. They are currently working on the landscaping and sodding. The position for the full-time City Manager position was posted last week. Board of Adjustment and Planning & Zoning minutes are in the packets. The Community Facilities Project Committee met to prioritize a project. As a committee we asked that the Northeast Iowa RC&D (Resource Conservation & Development) prepare a report for a police station as a Community Facilities Project. In the next day or two, a storm sewer will need attention on West Main.

Ellingson joined the meeting via phone.

Moved by: Decker

Seconded by: Lydon

To approve the first reading of the ordinance changing zoning district classification from A-agricultural district to R1-single family residence district for certain real estate in the City of Waukon, Iowa- portion of Green Valley Subdivision.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the motion carried.

Moved by: Rausch

Seconded by: Hatlan

To agree to the resolution finally approving and confirming plans and specifications for the Tennis Courts Project.

Yes: Ellingson, Hatlan, Rausch, Decker, Lydon

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3437 to the resolution.

Moved by: Lydon

Seconded by: Decker

To agree to the resolution approving and directing the conveyance of interest in real property- West Side Subdivision- Lot 8.

Yes: Hatlan, Rausch, Decker, Lydon, Ellingson

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3438 to the resolution.

Jim Garrett requested that the properties (Lot 7 and Lot 8) being sold to Sommers be combined on one abstract.

He also requested that mortgage release for Lot 7 be placed on the next agenda.

Moved by: Hatlan

Seconded by: Rausch

To agree to the resolution finally approving and confirming plans, specifications and form of contract for Waukon Industrial Park Sidewalk Project.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3439 to the resolution.

Roger Mohn, Mohn Surveying, handed out the bid tabulation sheet for the Waukon Industrial Park Sidewalk Project.

Jesse Delaney, Skyline Construction, presented an argument that he was the only contractor bidding to properly acknowledge the addendum to the plans and specifications. He felt the other three bids should be thrown out, that his bid was under the estimate, and that they should be awarded the job. Mohn noted there were two parts to the addendum- the bid form eliminated item 13 for engineer estimate and contingencies, and on the front page a typo on the project and the type of block was corrected. Jim Garrett stated all four bidders used the revised bid form. He felt an error of this type didn't make a difference what was bid and under the specifications the City reserves the right to waive if irregularities and/or technical deficiencies. He saw no problem accepting the low bidder.

Arvid Hatlan brought up the location of the sidewalks. Dean Hilgerson confirmed there are minutes that state the decision of where the sidewalk would be placed.

Moved by: Decker

Seconded by: Hatlan

To accept the Skyline bid of \$97,996.85, being the only ones to acknowledge the addendum correctly. Skyline bid is below the engineer's estimate. The location of the sidewalk to be modified and moved away from the street.

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3440 to the resolution.

The amended resolution clarifies that the ordinance states that notice is in the form of the ordinance itself and the City doesn't need to mail a notice regarding the abatement of vegetation nuisances.

Moved by: Hatlan

Seconded by: Rausch

To amend resolution number 3148 regarding vegetation nuisance abatement.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3341 to the resolution.

Moved by: Rausch Seconded by: Lydon
To agree to the resolution to transfer \$18,809.06 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for principal/interest payments on the Sewer Revenue Bond, Series 2019.
Yes: Ellingson, Hatlan, Rausch, Decker, Lydon No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3442 to the resolution.

Moved by: Decker Seconded by: Lydon
To agree to the resolution to transfer \$20,000.00 from the Sewer Revenue Fund to the Sewer Revenue Bond Surplus Fund as set out in Section 9 of the Sewer Revenue Bond, Series 2019.
Yes: Hatlan, Rausch, Decker, Lydon, Ellingson No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3443 to the resolution.

Moved by: Hatlan Seconded by: Lydon
To approve the proposal of \$27,500 from K&W Coatings to paint the outside of the North water tower.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Hatlan Seconded by: Lydon
To set July 1, 2019 for a public hearing on Brian Sweeney rezoning request.
Yes: 5 No: 0
The Mayor declared the motion carried.

Dean referred the Council to the Planning & Zoning minutes from their session on Tuesday, May 28, 2019.
Moved by: Rausch Seconded by: Lydon
To approve the cul-de-sac for the Green Valley Subdivision (Regan property) with a 100 foot right of way and an 80 foot turn around and allow one connection to the City water line.
Yes: 5 No: 0
The Mayor declared the motion carried.

Discussion was held regarding the Welcome to Waukon sign on the Southeast side of town. The City sign is currently maintained by Chamber of Commerce and they are recommending updating the landscaping. Steph Dugan, Chamber of Commerce, presented one bid from a Chamber member. Rausch would like to see more than one bid obtained.
Moved by: Hatlan Seconded by: Lydon
To direct Dean Hilgersen, City Manager, to work with Steph on securing other bid(s).
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Hatlan
To accept the Board of Adjustment's decision to grant a variance to David & Cindy Wuebker for a variance of 1 ft of the side yard setback (north side) for shed located at 102 12th St NW which is zoned "R-3". Chap 165.18-4F of the City of Waukon Zoning Code.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Hatlan
To accept the Board of Adjustment's decision to grant a variance to Ethan Osterhaus for a variance of 6 ft of the side yard setback (north side) for a new garage located at 105 2nd St NE which is zoned "R-3". Chap 165.18-4F of the City of Waukon Zoning Code.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Hatlan
To accept the Board of Adjustment's decision to grant a variance to Lacey Nagel for a variance of 20 ft of the rear yard setback (north side) for a new garage located at 641 8th Ave NW which is zoned "A". Chap 165.15-4F of the City of Waukon Zoning Code.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Hatlan
To accept the Board of Adjustment's decision to grant a variance to Dan Treangen for a variance of 4 ft of the side yard setback (south side) and 4 ft of the side yard setback (west side) for a utility shed located at 401 1st St SE which is zoned "R-4". Chap 165.19-4E of the City of Waukon Zoning Code.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Hatlan
To accept the Board of Adjustment's decision to grant a variance to AA Group of Waukon for a variance of 6 ft of the front yard setback (south side) for an addition located at 605 1st Ave NW which is zoned "R-3". Chap 165.18-4E of the City of Waukon Zoning Code.
Yes: 5 No: 0
The Mayor declared the motion carried.

The City Clerk named the following individuals: Kate Wooden, Connie Schneden, and Ann Hagensick. The Mayor appointed the three individuals as Library Trustees to six year terms expiring June 30, 2025.

Moved by: Rausch

Seconded by: Lydon

To accept the Mayor's appointments.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Decker

Seconded by: Lydon

To accept Hacker, Nelson & Co., P. C.'s proposal for FYE2019, FYE 2020, and FYE 2021.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Rausch

To update the Wastewater Industrial user agreements for Aveka Nutra Processing, LLC and WW Homestead Dairy, LLC.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was some discussion regarding building residential lots near the industrial/commercial lots near 5th Street SW. Jim Garrett mentioned that an easement could be acquired to limit what is built there.

Moved by: Rausch

Seconded by: Hatlan

To accept the engineer's proposal for 2019 5th Street SW Improvements.

Yes: 4

No: 1 (Decker)

The Mayor declared the motion carried.

Moved by: Rausch

Seconded by: Hatlan

To develop an agreement for consulting fees with Robert Campbell for one year. Fees being \$250 per month and \$35 per call.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was discussion regarding a proposal for additional chip seal/street work. The project includes not only a portion of 2nd Street NW but also portions of 3rd Avenue SE, 6th Street SE, 5th Street SE and 3rd Avenue NW, and surface patching of four to seven tons for a total of \$50,847 to \$51,567.

Moved by: Hatlan

Seconded by: Lydon

To approve Prairie Road Builders proposal to extend the work previously proposed to include additional streets for FYE2020.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was a short discussion on street assessments. Ellingson mentioned he didn't feel the votes are there to assess. He felt a big street project wouldn't get done. Discussion will continue when all Council members are in attendance in person.

No Action Taken.

There was a long discussion regarding Second Avenue SW, between St. Patrick Schools.

Moved by: Rausch

To accept the one-sided parking with soft barrier signs. Continue discussion regarding vacating.

Motion died for lack of a second.

Moved by: Rausch

Seconded by: Lydon

To accept a temporary police order for no parking on the north side of Second Avenue SW between 1st and 2nd Street SW, with soft barricades when school is in session.

Yes: 4

No: 1 (Ellingson)

The Mayor declared the motion carried.

Jim Cooper recommended purchasing the Envirosight Rovver X system for \$71,500. It's more user friendly and includes delivery and training. The other option was the Orian IBAK System at \$69,892.

Moved by: Lydon

Seconded by: Hatlan

To purchase, for FY2020, the camera system recommended by Water/Sewer Superintendent.

Yes: 5

No: 0

The Mayor declared the motion carried.

Money is set aside in the FYE2020 budget to purchase new rifles. Old weapons will be sold to current officers.

Moved by: Rausch

Seconded by: Lydon

To approve the purchase of new weapons for the Police Department in the amount of \$3,545.60.

Yes: 5

No: 0

The Mayor declared the motion carried.

Dean Hilgerson reported on DOT street project. Due to rain delays, the street resurfacing will start July 1st instead of the original date of June 1st. The Mayor has gotten a lot of positive comments on the progress.

No Action Taken.

Moved by: Hatlan

Seconded by: Rausch

To approve a transient merchant permit for Bellino Fireworks, Inc- retail sales of fireworks at 777 11th Ave SW, Waukon (Fareway Stores) from June 20, 2019 to July 5, 2019.

Yes: 5

No: 0

The Mayor declared the motion carried.

The advertising for the City Manager position will be posted next week.

No Action Taken.

Employee evaluations are available for Council/Mayor review in the City Hall in each employee's personnel file. The City Clerk was given the direction to prepare the resolution mirroring the union contract for wage/increase for nonunion/departamental employees.

No Action Taken.

The City Manager will be seeking proposals for the design/engineering of the Plaza Project. They will be presented to the Council at the next meeting.

No Action Taken.

Moved by: Hatlan

Seconded by: Decker

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lana D. Snitker
City Clerk