COUNCIL ROOM----------November 18, 2019

The Waukon City Council met in regular session on November 18, 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, Gayle Decker, Arvid Hatlan, and John Lydon. Council members absent: Ben Rausch. 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; Piper Jaffray & Co.- Travis Squires (via phone); Managing Partner for Group Services- Ranae Warren; Troy Gress; Jessica Brown; and citizens.

The Mayor called the meeting to order. The Mayor requested that an invoice from Prime Electric for the Tennis Courts project in the amount of $27,565.25 be added to the consent agenda.

Moved by: Hatlan Seconded by: Lydon

To approve the consent agenda.

Agenda

Resolution- Agreeing to transfer $3,897.25 from the Sewer Utility Fund to Sewer Plant Improvement Fund for project costs. The Clerk assigned number 3513 to the resolution.
Resolution- Authorizing internal advance to tax increment Subfund in an amount not to exceed $1,120 for the payment of additional Administrative Costs incurred during October, 2019. The Clerk assigned number 3514 to the resolution.

Minutes of November 4, 2019 regular session.

In order to meet the requirements for the Iowa Code, a statement from the Council is necessary in order to contribute to the Brent Johnson family that states how the Council feels this meets public purpose. The statement was not received at the time minutes were sent to publication.

Approval of City Clerk/Treasurer Reports- October 2019.

Payment of Claims

AFLAC	insurance	259.00
Allamakee Clayton Electric Coop	services	81.25
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	3,000.00
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	2,666.67
Allamakee Recorder	services	39.00
Benjegerdes Machine, Inc.	services	291.28
Blue Cross Blue Shield	insurance	15,869.99
Bruening Rock Products Inc.	materials-West Ave Leak	169.17
Century Link	services-long distance	61.58
Century Link	services	527.60
Compass Minerals America Inc.	supplies	4,028.13
Driveway Specialist	airport ramp	26,133.60
Fehr Graham Engineering & Environmental	services-WWTP Improv	3,897.25
Fehr Graham Engineering & Environmental	services-Plaza Redesign/Construction	458.10
First Supply LLC	supplies	372.99
Galls, LLC	supplies	75.69
Graphics, Inc.	business cards	30.00
Group Services, Inc.	self-fund request	229.10
Hill's Plumbing & Heating	services	267.00
Iroc Web Design Services	services	90.00
JaDecc's Inc.	copies	33.63
James Garrett Law Office	legal fees	3,652.33
Jim's Full Service	fuel	1,856.00
Jim's Full Service	fuel-Ambulance	268.00
Kelly Concrete	street/storm sewer patch	1,414.00
Ken Kerr Electric	services	65.00
Keystone Laboratories, Inc.	samples	64.00
Kwik Trip Inc.	fuel	1,556.13
Midwest Patch/Hi-Viz Safety	supplies	1,208.00
Mulgrew Oil & Propane	fuel	607.89
Municipal Supply, Inc.	supplies	16.00
NEIA Pumping Service, Inc.	hauling	3,856.82
Ness Pumping	pump lift stations	800.00
News Publishing Co., Inc.	services	1,008.53
NSI Lab Solutions	supplies	364.00
Palmer Repair Inc.	parts	4,577.76
R/T Seamless Gutters	gutter/downspout repairs	1,886.00
Ricoh USA, Inc.	copies	19.47
Sportsmen's Unlimited	equipment	340.00
Star Equipment, LTD	parts	79.74
Storey Kenworthy/Matt Parrott	supplies	576.27
Tactical Solutions	radar certifications	160.00
US Cellular	services	690.27
Village Farm & Home	parts/supplies	1,334.65
Zarnoth Brush Works, Inc.	brooms	576.00
Karen Mahr	deposit refund	150.00

Kent Stock	deposit refund	150.00
Freedom Bank	princ/int.-Gundersen Clinic	4,550.00
Waukon State Bank	princ/int.-Gundersen Clinic	4,550.00
Regular Payroll	Oct 20, 2019-Nov 2, 2019	41,505.22
Wildwood Lodge-Clive	lodging	72.80
IPERS	withholding	4,489.74
IPERS	withholding	11,096.47
Treasurer – State of Iowa	state withholding	4,594.00
EFTPS	federal withholding	4,059.42
EFTPS	soc.sec./medicare withholding	8,760.18
Amazon	battery backups	778.31
Wildwood Lodge-Clive	lodging	291.20

Fund Totals

General:	70,938.46	Library:	7,129.28	Adm. Costs:	1,120.00
RUT:	28,432.33	Spec.Rev.Empl:	13,843.66	Debt Service:	5,666.67
Water:	16,565.36	T&A Ins. Fund:	229.10	Gundersen Debt:	9,100.00
Sewer:	10,851.02	Hotel/Motel Econ:	458.10	Sewer Plant Imp:	3,897.25
		City Hall Improv:	1,886.00	Storm Sewer Imp:	488.00

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

Under Public Comments: Ardie Kuhse, WEDC, commented that the Christmas Fantasy was finishing up and it was a success. She also commented that she has contacted Iowa Works to assist with dislocated employees at the Mayo Clinic. There will be a worker information meeting Tuesday of this week.

Under Departmental Reports:
Police Chief, Paul Wagner, briefed that the Assistant Police Chief, Luke Inglett, is attending background investigation school.
Street Superintendent, Keith Burrett, briefed that Christmas lights will be up next week, in time for the Holiday Parade on Monday, December 2nd. His department will also be putting snow fence up next week as well.
Water & Sewer Superintendent, Jim Cooper, briefed that his department handled a water main break on West Street and sends a shout out for a job well done! There have been some complaints on the snow piling up on the Kwik Star side of the plaza. There is nowhere to put the snow from the new sidewalk located there. Cooper suggested going behind Bob Irons rental house in order to replace a sewer line at that location. It will keep from having to dig up a lot of street. He also gave a brief update on the Wastewater Treatment Plant Project.
Park, Recreation & Wellness Director, Jeremy Strub, briefed that with the cool down in weather, business at the Wellness Center has increased. He expects this to continue through March. After meeting with Library Director, Cate St. Clair, he briefed that the Park & Recreation Department will take over the clearing of snow at the library. This will be addressed with the budget process. The Turkey Trot will take place again this year on Thanksgiving morning.

Mayor, Pat Stone, briefed that he recently attended a WEDC and Fire Board meeting.

City Council Member, Arvid Hatlan, briefed that he had received compliments of the job the Street Department did clearing the new sidewalk by the fire station.

Moved by: Lydon Seconded by: Decker
To approve the first reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, by classifying a dead or dying tree located on private property as a nuisance, providing for the scope of abatement required, and designating the Zoning Administrator as an authorized officer to enforce nuisance abatement requirements.
Yes: Decker, Lydon, Ellingson, Hatlan Absent: Rausch No: 0
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Hatlan
To agree to the resolution dedicating a moment of silence for Brent Johnson.
Yes: Ellingson, Hatlan, Decker, Lydon Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3515 to the resolution.

Moved by: Ellingson Seconded by: Lydon
To agree to the resolution to compile ordinances as a supplement to the Code of Ordinances of the City of Waukon, Iowa, 1998 (#786-#796).
Yes: Hatlan, Decker, Lydon, Ellingson Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3516 to the resolution.

Moved by: Decker Seconded by: Lydon
To agree to the resolution appropriating funds for tax rebate for the 2018, 2019, 2020, and 2021 fiscal years (Second Innovative Ag Development Agreement) in the amount of $11,133.80 and an amount not to exceed $11,000.
Yes: Decker, Lydon, Ellingson, Hatlan Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3517 to the resolution.

Moved by: Hatlan Seconded by: Ellingson
To agree to the resolution appropriating funds for tax rebate for the 2021 fiscal year (Second Reel Core Development Agreement) in an amount not to exceed $25,000.
Yes: Decker, Lydon, Ellingson, Hatlan Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3518 to the resolution.

Moved by: Lydon Seconded by: Decker
To agree to the resolution establishing amount of TIF Increment Tax to be requested for the Southeast Urban Renewal Area for the 2020-2021 Fiscal Year in the amount of $598,500.
Yes: Lydon, Ellingson, Hatlan, Decker Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3519 to the resolution.

Moved by: Lydon Seconded by: Decker
To agree to the resolution waiving right to review Joanne Heffern, Jeanne Schulte, Patrick Fahey, and James W. Fahey subdivision plat.
Yes: Ellingson, Hatlan, Decker, Lydon Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3520 to the resolution.

Travis Squires, Piper Jaffray, joined us via phone to discuss our bond purchase agreement. He reviewed four proposals, commenting that the target interest rate was met with proposals from Waukon State Bank and Luana Savings Bank. He recommended approving an agreement with Luana Savings Bank. Their interest cost compared to Waukon State Bank was approximately $50,000 lower. They also offered an anytime call date.
Moved by: Lydon Seconded by: Hatlan
To agree to the resolution approving Bond Purchase Agreement for General Obligation Corporate Purpose and Refunding Bonds, Series 2020 (with Luana Savings Bank) and authorizing redemption of outstanding General Obligation Corporate Purpose Bonds, Series 2011.
Yes: Hatlan, Decker, Lydon, Ellingson Absent: Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3521 to the resolution.

Ranae Warren, Group Services, briefly gave an overview of our health plan and what our options will be in the future. Group health insurance renewals for calendar year 2020 were discussed.
No Action Taken.

Moved by: Hatlan Seconded by: Lydon
To renew under the current plan.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Jessica Brown requested an extension for the time to pay her past due utility bill. She was referred to Jim Cooper, Water & Sewer Superintendent, to discuss payments.
No Action Taken.

Three bids were received and opened for the Park & Recreation Department's 1993 Ford Ranger. The bids received were from Eric Helgerson in the amount of $876; Troy Gress in the amount of $351.99; and Keith Colsch in the amount of $201.
Moved by: Hatlan Seconded by: Lydon
To accept the bid of Eric Helgerson in the amount of $876.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Jim Garrett, City Attorney, briefed on the 2019 edition of the summary of bills passed by the Iowa General Assembly that could potentially affect city codes.
Moved by: Lydon Seconded by: Decker
To direct the City Attorney to order legislative change relating to conflicts of interest in certain government public contracts with a level of purchases up to $6,000.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon
To direct the City Attorney to order legislative change relating to city budgets.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Police Chief, Paul Wagner, is looking for guidance on how to handle past due parking fines. He was directed to speak with the City Attorney and the item will be on the agenda for the next council meeting.
No Action Taken.

The lease between City of Waukon and John Byrnes (ag land airport lease) was presented to the Council.
Moved by: Lydon Seconded by: Decker
To approve the renewal of the lease agreement with John Byrnes.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried

Moved by: Decker Seconded by: Lydon
To approve Pay Application # 6 in the amount of $269,802.86 – Wastewater Treatment Plant Improvements Project – Wapasha Construction Co., Inc.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon
To approve Change Order # 1 in the amount of $13,500- Tennis Courts Project- Skyline Construction, Inc.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Decker
To approve Pay Application # 2 in the amount of $48,245.58- Tennis Courts Project- Skyline Construction, Inc.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Ellingson
To approve the service portion of payment for the computer system network project (time and material).
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon
To approve the Urban Renewal (TIF) Report for the FYE June 30, 2019.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

The City Clerk announced City Hall will be closed Friday, November 29, 2019.

The Mayor announced a correction to Harvey Estebo's term expiration date. He was appointed to the Planning & Zoning Commission at the previous council meeting. His term will expire September 21, 2024.
Moved by: Ellingson Seconded by: Decker
To accept the correction.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Hatlan
To adjourn.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Lana D. Snitker
City Clerk