

The Waukon City Council met in regular session on August 19, 2019 at 7:00 o'clock P.M. in the council room of City Hall, 101 Allamakee Street, with Mayor Pro Tem Gayle Decker presiding. Mayor Pat Stone was absent. Council members present: John Ellingson, Ben Rausch, Gayle Decker, John Lydon, and Arvid Hatlan. 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; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe and Lucas Elsbernd; The Standard- Joe Moses; Gary Boden; Upper Explorerland Regional Planning Commission- Rachelle Howe; and citizens.

The Mayor Pro Tem called the meeting to order. City Clerk, Lana Snitker, announced to add an invoice to the consent agenda as follows: Lance Hangartner Tree Service, removal of 8 trees and stumps, in the amount of \$2,850.00.

Moved by: Lydon

Seconded by: Hatlan

To approve the consent agenda.

Agenda

Minutes of August 5, 2019 regular session.

Approval of Class C Liquor License (LC) (Commercial) with Sunday Sales for Arrowhead Lanes, Inc. dba Arrowhead Lanes, 601 Rossville Road.

Approval of Class E Liquor License (LE) with Class B Wine Permit (Carryout Wine- Includes Native Wine), Class C Beer Permit (Carryout Beer), and Sunday Sales for Quillins Iowa, Inc. dba Quillins Food Ranch, 9 9th Street SW.

Approval of Class E Liquor License (LE) with Class B Wine Permit (Carryout Wine- Includes Native Wine) and Class C Beer Permit (Carryout Beer) for Fareway Stores, Inc. dba Fareway Stores, Inc. #062, 777 11th Avenue SW.

Approval of City Clerk/Treasurer Reports- July 2019.

Payment of Claims

AFLAC	insurance	388.50
Allamakee Clayton Electric Coop	services	81.85
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	3,000.00
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Allamakee Recorder	services	54.00
Anderson Law Firm	services	90.00
Axon Enterprise, Inc.	supplies	232.00
Blue Cross Blue Shield	insurance	14,225.17
Bodensteiner Implement Company	repairs	357.11
Brown Supply Co.	supplies	492.00
Bruening Rock Products Inc.	materials	337.28
Builders First Source	supplies	47.38
Casey's Business MasterCard	fuel	173.74
Fallon Cassidy	reimbursement	137.03
Century Link	services	497.47
Century Link	services-long distance	49.94
CHEMSEARCH	supplies	211.35
Clark Equipment Company	parts	6,258.84
Cunningham Hardware & Rental, LLC	supplies	221.60
Dorsey & Whitney LLP	legal services-Wastewater Treatment Plant	12,000.00
Fehr Graham Engineering & Environmental	services-Wastewater Treatment Plant	14,572.50
Fehr Graham Engineering & Environmental	services-2019 5 th St SW Imp.(Park Place)	1,903.25
Fehr Graham Engineering & Environmental	services-Plaza Redesign/Construction	1,500.00
First Supply LLC	parts	215.67
G & S Machine	parts	1,475.60
Group Services, Inc.	self-fund request	19.51
Gundersen Health System	physical	107.00
Hawkins, Inc.	supplies	2,813.01
Lucas Inglett	reimbursement	1,007.71
Iowa Department of Transportation	asphalt emulsion	610.00
JaDecc's, Inc.	supplies	92.00
James Garrett Law Office	legal fees-July 2019	2,364.33
Jim's Full Service	fuel-Ambulance	177.40
Ken Kerr Electric	services – Sidewalk Project	115.00
Keystone Laboratories, Inc.	samples	64.00
Kwik Trip Inc.	fuel	645.76
Mississippi Welders Supply Co., Inc.	supplies/inspections	299.85
Mulgrew Oil & Propane	fuel	1,214.25
Mulgrew Oil & Propane	fuel-Ambulance	616.50
Ness Pumping	services-Airport	50.00
News Publishing Co., Inc.	ad-broadband committee	50.50
Panther Uniforms, Inc.	supplies	516.30
Quillin's Food Ranch	supplies/UPS charges	171.70
Ricoh USA, Inc.	copies	46.93
R.W. Pladsen, Inc.	repairs	684.51
Ed Schoenthal	reimbursement	109.90
Sensus USA, Inc.	renewal	1,715.95
Sioux Sales Company	equipment	2,509.60
Sportsmen's Unlimited	equipment	209.86

Streicher's	supplies	344.99
US Cellular	services	630.48
Village Farm & Home	parts/supplies	525.47
Waukon Chamber of Commerce	chamber bucks-broadband survey	25.00
Westrum Leak Detection Inc.	leak detection survey	2,300.00
Zach Moyle Masonry	tuck pointing/replace windows	12,300.00
Mary Ward	digging bond refund	750.00
Freedom Bank	princ/int.-Gundersen Clinic	4,550.00
Waukon State Bank	princ/int.-Gundersen Clinic	4,550.00
Regular Payroll	July 28, 2019 – Aug 10, 2019	49,608.07
EFTPS	federal withholding	4,151.06
EFTPS	soc.sec./medicare withholding	9,736.74
IPERS	withholding	4,740.28
IPERS	withholding	11,517.22
Treasurer – State of Iowa	state withholding	4,657.00
Iowa League of Cities	registration fee	205.00
Treasurer – State of Iowa	water excise tax	2,055.00
Treasurer – State of Iowa	sales tax	3,433.00

Fund Totals

General:	59,236.65	Library:	7,090.54	Wellness Ctr:	1,034.00
RUT:	17,999.99	Spec.Rev.Empl:	13,644.18	Adm. Costs:	266.00
Water:	23,937.04	T&A Ins. Fund:	19.51	Econ Dev Spec:	1,903.25
Sewer:	6,950.66	Hotel/Motel:	1,500.00	Debt Service:	5,666.67
Gundersen Debt:	9,100.00	Sewer Plant Imp:	26,572.50	Capital Equip:	6,258.84
		City Hall Imp:	12,300.00		

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

The Mayor Pro Tem announced that this was the time and place for the public hearing on proposed disposition of interest in real property by the City of Waukon, Iowa- West Side Subdivision- Lot 1 in Lot 1. The City Clerk announced that no oral or written comments were received. Jim Garrett, City Attorney, stated that the sale is a single lot that the school is building on and there is already a buyer. The Mayor Pro Tem declared the hearing closed.

Under Public Comments: Ardie Kuhse, WEDC, shared that Corn Days was a successful, community event. Allamakee County Housing Advisory Committee along with NEICAC (Northeast Iowa Community Action Corporation) will be hosting a low income housing tax credit presentation on August 29th at NICC (Northeast Iowa Community College) in Calmar.

Under Departmental Reports:

Police Chief, Phil Young, briefed that another officer completed the Iowa Law Enforcement Academy. He shared that his department has a Dodge pickup available to transfer to the Park & Recreation Department.

Moved by: Lydon Seconded by: Rausch
To agree to transfer the Dodge pickup to the Park & Recreation Department.
Yes: 5 No: 0
The Mayor Pro Tem declared the motion carried.

Street Superintendent, Keith Burrett, briefed that crosswalks are being prepared for the start of the school year. He also mentioned that he has a Chevrolet pickup available for sale as well.

Water & Sewer Superintendent, Jim Cooper, briefed that the North water tower paint has been failing. Cooper will provide a plan for the City Attorney to review on how K & W Coatings will be fixing the problem. The sewer camera has been delivered.

Park, Recreation & Wellness Director, Jeremy Strub, briefed that the pool will be closed for the season Wednesday, August 21st and will be winterized. Adult softball ended this week. There are two weeks left of Music in the Park. The Wednesday following Labor Day, Waukon Has Talent will take place. The Tennis Courts project should be completed this fall.

City Manager, Dean Hilgerson, briefed that there has been progress with the Wastewater Treatment Plant after a productive progress meeting last Tuesday. He encouraged individuals to take a look at the project to get an idea of its magnitude.

Moved by: Hatlan Seconded by: Rausch
To approve the second reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, by reducing the number of members of the Municipal Tree Board from seven to three.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0
The Mayor Pro Tem declared the motion carried.

Moved by: Rausch Seconded by: Lydon
To agree to the resolution to approving and directing the conveyance of interest in real property- West Side Subdivision- Lot 1 in Lot 1.
Yes: Lydon, Ellingson, Hatlan, Rausch, Decker No: 0
The Mayor Pro Tem declared the resolution approved and the Clerk assigned number 3477 to the resolution. Ardie Kuhse, WEDC, noted that she gave the city clerk the down payment on the lot.

Moved by: Lydon Seconded by: Rausch
To agree to the resolution to transfer \$26,572.50 from the Sewer Utility Fund to the Sewer Plant Improvement Fund for project costs.
Yes: Ellingson, Hatlan, Rausch, Decker, Lydon No: 0
The Mayor Pro Tem declared the resolution approved and the Clerk assigned number 3478 to the resolution.

Moved by: Decker Seconded by: Lydon
To agree to the resolution to transfer \$5,000.00 from the General Fund to the City Hall Improvements Fund.
Yes: Hatlan, Rausch, Decker, Lydon, Ellingson No: 0
The Mayor Pro Tem declared the resolution approved and the Clerk assigned number 3479 to the resolution.

The following resolution is to advance \$266.00 to the Sub Fund for payment of additional Administrative Costs.
Moved by: Decker Seconded by: Hatlan
To agree to the resolution authorizing internal advance to Tax Increment Sub Fund.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0
The Mayor Pro Tem declared the resolution approved and the Clerk assigned number 3480 to the resolution.

Rachelle Howe, Upper Explorerland Regional Planning Commission, presented to the Council an update of the region's work. She encouraged the Council and City to contact her at any time.
No Action Taken.

Gary Boden, City Manager, presented an interim compensation agreement to cover the time period prior to his contract start date.
Moved by: Ellingson Seconded by: Hatlan
To agree that Boden would work up to 20 hours per week starting the week after Labor Day at his hourly rate based on his yearly salary.
Yes: 5 No: 0
The Mayor Pro Tem declared the motion carried.

Change Order #2- Wastewater Treatment Plant Project was considered. It covers the unsuitable material found under the North clarifier. The change order cost is \$41,151.60.
Moved by: Ellingson Seconded by: Rausch
To approve Change Order # 2- Wastewater Treatment Plant Improvements Project -- Wapasha Construction Co., Inc.
Yes: 5 No: 0
The Mayor Pro Tem declared the motion carried.

Moved by: Ellingson Seconded by: Decker
To approve Pay Application # 3 in the amount of \$704,718.56 -- Wastewater Treatment Plant Improvements Project -- Wapasha Construction Co., Inc.
Yes: 5 No: 0
The Mayor Pro Tem declared the motion carried.

Jim Garrett, City Attorney, reported on the library roof. He received correspondence from Cresco Building Service. They stated they would take care of all of the issues at no cost to the City. They were unaware that the situation had occurred.
No Action Taken.

There was some discussion regarding the closing of 2nd Street SW for a pressure assessment testing project by Northern Natural Gas which will begin the first of September. The portion closed is from the town border station continuing south to the cell tower.
Moved by: Rausch Seconded by: Lydon
To approve temporary closure of a portion of 2nd Street SW.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0
The Mayor Pro Tem declared the resolution approved and the Clerk assigned number 3481 to the resolution.

Lyle TeKippe, Fehr Graham, presented an update on the Plaza engineering.
No Action Taken.

There was lengthy discussion regarding the police station upgrades, as well as a firewall security project. It was recommended that Assistant Police Chief, Paul Wagner, work on a plan to include a police department wide secure internal server with work stations. There was lengthy discussion regarding the Police department building. Discussion included the need to obtain an easement on property on the North side and the City Attorney was directed to prepare a temporary easement. Redoing the sidewalk would be addressed as well.
No Action Taken.

Dean Hilgerson, City Manager, discussed the status of the Department of Transportation grant for the airport. The discussion also included the airport asphalt resurfacing costs. The item will be re-addressed when the City receives official confirmation of the grant award.
No Action Taken.

Dean Hilgerson, City Manager, shared quotes received for the streambank stabilization toolbox assessment.

Moved by: Rausch

Seconded by: Lydon

To accept the quote in the amount of \$1,200 from Northeast Iowa RC&D for the Iowa's River Restoration Toolbox BMP Decision Tool.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Options were discussed for trash cans for the downtown area. WEDC- Ardie Kuhse and Keith Burrett, Street Superintendent, presented options.

Moved by: Hatlan

Seconded by: Rausch

To table discussion of this item until the next meeting in order to allow for review of the information presented.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

It was requested to place trash cans on the agenda for the next Council meeting.

The City Manager updated on the Department of Transportation street project. Milling is expected to start this week. Hatlan reported that there are several issues that need to be dealt with including crosswalks and intersections. The City Manager will visit these areas and report at the next Council meeting.

No Action Taken.

Union contract will be followed regarding police officers- accumulated compensation time hours.

No Action Taken.

Police Chief Phil Young presented a document showing proposals for retirement. His last day on the schedule would be October 1st with an official retirement date of December 27th. Option C included insurance coverage for Young and spouse for 15 months following retirement.

Moved by: Hatlan

Seconded by: Lydon

To approve the retirement proposal presented with Option C.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Moved by: Ellingson

Seconded by: Rausch

To agree that Paul Wagner would serve as interim police chief for the City of Waukon effective October 1st upon Young's end of day.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Mayor Pro Tem, Gayle Decker, announced that the next council meeting will be held Tuesday, September 3, due to the holiday falling on Monday.

No Action Taken.

Moved by: Hatlan

Seconded by: Decker

To refer agenda item number 22 (City personnel performance review- City Clerk, Street Superintendent, Water/Sewer Superintendent) to the Personnel Committee.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Moved by: Ellingson

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Lana D. Snitker
City Clerk