

COUNCIL ROOM-----July 16, 2018

The Waukon City Council met in regular session on July 16, 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: John Ellingson, Gayle Decker, Ben Rausch, John Lydon and Arvid Hatlan (arriving late). Council members absent: None. Others present: City Manager Dean Hilgerson; Police Chief Phil Young; Park, Rec & Wellness Director Jeremy Strub; Street Superintendent Keith Burrett; City Attorney James Garrett; City Library Director Cate St.Clair; Ardie Kuhse – WEDC; Lyle TeKippe- Fehr Graham; Mark Durbahn – AECOM; Joe Moses – The Standard; and Citizens.

The Mayor called the meeting to order and announced the addition of three items – mortgage release on lot in the West Side Development; resolution for annexation of territory to the City (808 Allamakee St.) and Helen Stegen utility bill; and the deletion of the Street Department “on-call” policy to the consent agenda and to move “Street Lights” to the end of the agenda.

Moved by: Lydon

Seconded by: Rausch

To approve the consent agenda.

Agenda

Minutes of July 2, 2018 regular session; July 2, 2018 special session.

Approval of change of ownership for Spring Ave Pub LLC., d/b/a Spring Ave Pub, 7 Spring Ave.

City Clerk/Treasurer’s Reports for June 2018.

Payment of Claims

AFLAC	insurance	123.96
AECOM Technical Services, Inc.	services	1,507.13
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	3,000.00
Allamakee Clayton Electric Coop	princ.-Fire Station Loan	2,666.67
Allamakee Clayton Electric Coop	services	81.38
Allamakee County Economic Development	1 st qtr. contribution	3,098.25
Alliant Energy	services	14,841.83
AT & T	services	250.83
Bieber Insurance and Real Estate	add. premium	1,524.00
Black Hills Energy	services	602.28
Brown Supply Co.	supplies	60.00
Bruening Rock Products Inc.	materials	129.07
CarQuest Auto Parts	supplies	253.66
Casey’s General Stores, Inc.	fuel	450.32
CED/Culver-Hahn Electric Supply	light pole	2,558.43
Century Link	services	653.27
City Laundering Co.	services	703.59
Continental Research Corporation	supplies	253.40
Culligan Water Conditioning	services	35.00
Cunningham Hardware & Rental	services	208.22
Fehr Graham Engineering & Environmental	services-Green Valley Bridge	9,877.68
Fehr Graham Engineering & Environmental	services-1 Ave NW resurface	15,617.50
Fehr Graham Engineering & Environmental	services-Spring Ave Excavation	1,480.50
Fehr Graham Engineering & Environmental	services-Inflow/Infiltration Study	1,580.00
Fehr Graham Engineering & Environmental	services-Wastewater Treatment Plant	42,393.00
Gordy’s Auto Body & Salvage	replace door latch	217.30
Grainger	supplies	290.60
Group Services, Inc.	self-fund request	1,541.88
Intoximeters, Inc.	supplies	395.00
Iowa Law Enforcement Academy	evaluation	150.00
Iowa One Call	services	53.10
JaDecc’s Inc.	supplies	105.88
James Garrett Law Office	legal fees	3,054.28
Jim’s Full Service	fuel	832.47
Jim’s Full Service	fuel-Ambulance	150.90
Ken Kerr Electric	services	250.16
Keystone Laboratories, Inc.	samples	89.00
Kwik Trip Inc.	fuel	617.16
LnM Truck & Trailer Repair, LLC	replace fuel tank	2,593.13
Light Source Central LLC	supplies	84.24
Mulgrew Oil & Propane	fuel	558.80
News Publishing Co., Inc.	services	746.00
Northeast Iowa Telephone Company	services	59.95
Quillin’s Food Ranch	supplies/UPS charges/fuel	836.02
Reel-Core Inc.	franchise fee rebate	5,849.13
Reiser Implement Inc.	parts	1,284.62
Ricoh USA, Inc.	copies	25.77
Shopko	supplies	25.05
Sportsmen’s Unlimited	card reader	19.99
Star Equipment, LTD	air filters	121.72
Storey Kenworthy/Matt Parrott	supplies	574.65
Team Laboratory Chemical Corp	weed killer	369.50
Truck Country	services/parts	353.62
US Cellular	services	520.10
Village Farm & Home	supplies	301.90
Waukon Economic Development Corp	1 st qtr. contribution	9,500.00
Waukon Tire Center Inc.	services-Ambulance	104.45

Jeremy Wicks	reimbursement	14.97
City of Waukon	petty cash	82.11
EFTPS	withholding	6,772.74
EFTPS	withholding	11,790.42
Farmers & Merchants Savings Bank	princ/int.-Gundersen	4,550.00
IPERS	withholding	4,029.87
IPERS	withholding	11,011.24
Penny Barr	digging bond refund	750.00
Regular Payroll	June 17 – June 30, 2018	56,831.42
Treasurer – State of Iowa	withholding	4,491.00
Waukon Postmaster	stamps	250.00
Waukon State Bank	annual debit/ATM fee	10.00
Waukon State Bank	princ/int.-Gundersen	4,550.00

Fund Totals

General:	69,319.08	Library:	4,317.18	Wellness Ctr:	7,377.22
RUT:	19,138.30	Franchise Fund:	5,849.13	Street Improv:	28,482.81
Water:	27,104.07	Spec.Rev.Empl:	8,254.67	Gundersen Debt:	9,100.00
Sewer:	13,740.37	T&A Ins Fund:	17.61	Debt Service:	5,666.67
				Sewer Plant:	42,393.00

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

The Mayor announced that this was the time and place for the Public Hearing on proposing annexation of territory to the City of Waukon, Iowa. Lot 2 in Lot 12 in Lot 1 in the Southwest Quarter of the Northeast Quarter of Section 30 (808 Allamakee St.). The City Clerk announced that no oral or written comments had been received. The Mayor closed the Public Hearing.

Under Public Comments: Ardie Kuhse – WEDC notified the Council of the 235 tractor event that would be in the county during the fair.

Under Departmental Reports: Park, Rec & Wellness Director Jeremy Strub briefed that the summer programs were coming to an end and that Park & Rec was partnering to have a circus at the Fairgrounds on Aug 3rd with two shows at 5:00 pm and 7:30 pm.

City Manager Dean Hilgerson briefed that Well #5 was having issues with electrical surge protection and he was seeking request for proposals for a new Police facility.

Bill Reinhart asked the Council about raising chickens within the City limits with a permit process and limitations on the number of chickens. There was discussion regarding how it was being done in other cities.

Moved by: Lydon Seconded by: Decker
To refer the issue to the Planning & Zoning Board.
Yes: 4 No: 0 Absent: 1
The Mayor declared the motion carried.

The City Clerk briefed the Council that the remaining \$24,500.00 had been paid for Lot 6 in the West Side Development Addition.

Moved by: Lydon Seconded by: Rausch
To release the real estate mortgage.
Yes: 4 No: 0 Absent: 1
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Decker
To agree to the resolution assenting to the voluntary annexation of certain property to the City of Waukon – Lot 2 in Lot 12 in Lot 1 in the Southwest Quarter of the Northeast Quarter of Section 30, Township 98 North, Range 5 West of the 5th P.M.
Yes: Ellingson, Rausch, Decker, Lydon No: 0 Absent: 1
The Mayor declared the resolution approved and the Clerk assigned number 3338 to the resolution.

Helen Stegen discussed her utility bill with the Council and asked if the late charge of \$29.06 could be removed stating she never received the bill.

Moved by: Rausch Seconded by: Lydon
To remove the penalty of \$29.06 if the account is changed to auto payment.
Yes: 4 No: 0 Absent: 1
The Mayor declared the motion carried.

Library Director Cate St. Clair gave a presentation on the Library, the programs that they provide and how they compare with other area libraries with staffing and funding. There was discussion on how the Library does staff reviews, changing employees from part time to full time; pay raises and the budget process.
No Action Taken.

City Manager Dean Hilgerson briefed the Council about the storm sewer intake located in the Alley behind Howard’s Furniture, Main Feature and Krambeer’s Barbershop and the property owners were not in favor of taking over the alley or having the alley vacated.
No Action Taken.

Moved by: Decker
To approve the audit agreement with Hack Nelson & Co., P.C. to audit the FYE June, 30, 2018.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Lydon
No: 0

Moved by: Lydon
To hire Ross Kolsrud as a part-time Police Officer starting July 17, 2018 with the starting wage of \$16.85.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Ellingson
No: 0

The City Clerk presented the debt report for FYE June 30, 2018.

Moved by: Hatlan
To enter the debt report into the minutes.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Lydon
No: 0

Moved by: Rausch
To approve the Third and final reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, by modifying procedures for the abatement of vegetation nuisances.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan
The Mayor declared the ordinance adopted and the Clerk assigned number 776 to the ordinance.

Seconded by: Ellingson
No: 0

Moved by: Hatlan
To approve the third and final reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, to establish a no parking zone on a portion of 8th Street NW.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch
The Mayor declared the ordinance adopted and the Clerk assigned number 777 to the ordinance.

Seconded by: Rausch
No: 0

Moved by: Rausch
To approve the Second reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa 1998, by increasing water utility rates and imposing an infrastructure fee.
Yes: Lydon, Ellingson, Hatlan, Rausch, Decker
The Mayor declared the motion carried.

Seconded by: Ellingson
No: 0

Moved by: Rausch
To agree to the resolution to transfer \$14,697.03 from the General fund (proceeds from storm water utility fees) to the Storm Sewer Improvement Fund for project improvements.
Yes: Ellingson, Hatlan, Rausch, Decker, Lydon
The Mayor declared the resolution approved and the Clerk assigned number 3339 to the resolution.

Seconded by: Hatlan
No: 0

Moved by: Rausch
To agree to the resolution to transfer \$68,000.04 from the TIF Fund to the Debt Service Fund to pay the (2) monthly principal grant payments of \$3,000.00 and \$2,666.67 to the Allamakee/Clayton Electric Cooperative (ACEC) for the Waukon Fire Station loans.
Yes: Hatlan, Rausch, Decker, Lydon, Ellingson
The Mayor declared the resolution approved and the Clerk assigned number 3340 to the resolution.

Seconded by: Lydon
No: 0

Moved by: Decker
To agree to the resolution to transfer \$4,059.09 from the Library General Fund back to the Trust & Agency Library Fund per Resolution No. 3326.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan
The Mayor declared the resolution approved and the Clerk assigned number 3341 to the resolution.

Seconded by: Lydon
No: 0

Moved by: Hatlan
To agree to the resolution to transfer \$19,000.00 from the General Fund (property taxes) to the Library Fund for Library expenses.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch
The Mayor declared the resolution approved and the Clerk assigned number 3342 to the resolution.

Seconded by: Lydon
No: 0

Moved by: Lydon
To approve the employment agreement with James Cooper as the Water/Sewer Superintendent with an annual salary of \$70,000.00 and a starting date of July 30, 2018.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Ellingson
No: 0

Moved by: Lydon
To approve the employment agreement with Lana Snitker as City Clerk with an annual salary of \$45,760.00 and a starting date of July 30, 2018.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Ellingson
No: 0

The Council had a lengthy discussion about new decorative street light poles for the downtown area as part of the 2019 IDOT Street resurfacing and sidewalk project. The cost difference \$130,000 between reusing the existing poles and the new poles was discussed and whether the existing poles would need to be replaced due to metal fatigue or damage. Councilmember Decker stated he would rather put that funding into streets.

Moved by: Ellingson

Seconded by: Hatlan

To approve replacing the existing downtown street light poles with the new decorative poles as part of the 2019 IDOT project.

Yes: 4

No: 1 (Decker)

The Mayor declared the motion carried.

Under Other Matters: Councilmember Lydon asked about the status of a policy for employees to donate vacation time to other employees with medical conditions that qualify under the Family Medical Leave Act.

The City Clerk discussed the issue of mailing the agenda packets and some Councilmembers getting them sooner than others. It was discussed if the packets could be scanned and emailed.

Moved by: Ellingson

Seconded by: Lydon

To Adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Allen Lyon
City Clerk