

The Waukon City Council met in special session via an electronic meeting on March 2, 2021 at 7:00 o'clock P.M. in the council room of City Hall, 101 Allamakee Street and via Zoom technology. Mayor Pat Stone presided. The Governor of Iowa declared a public emergency because of the COVID-19 pandemic. It has been determined that if an in-person meeting is impossible or impractical, per Iowa Code Section 21.8, we are permitted to conduct a meeting by electronic means. Council members present: John Ellingson, John Lydon, Arvid Hatlan and Gayle Decker. Council members absent: Ben Rausch. Others present: City Manager Gary Boden; Assistant Police Chief Luke Inglett; Rec and Wellness Center Director Jeremy Strub, Water & Sewer Superintendent Jim Cooper; Street Superintendent Keith Burrett; Library Director Cate St. Clair; Finance Director Lana Snitker; Assistant City Attorney Kevin Stinn; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Askew Scientific Consulting – Edward Askew; Chauffeurs, Teamsters, and Helpers Union Local No. 238 – Dan Macdonald; Jeff Allison and citizens.

The Mayor called the meeting to order. There will be a change to the agenda; under considerations/request for direction item d. will be removed and Jim Cooper’s department report will be moved to be discussed before item g.

Moved by: Lydon

Seconded by: Hatlan

To approve the consent agenda.

Agenda

Minutes of February 15, 2021 regular session and February 22, 2021 special session.

Approval of DOT Detour Payment of \$923.05

Approval of Class C Liquor License (LC) Commercial with Outdoor Service and Sunday Sales for Waukon Golf & Country Club, Inc. dba Waukon Golf & Country Club, 308 1st Street SE.

Resolution – Agreeing to close the extension of Allamakee Street (Highway 9) for the Memorial Day Parade. Clerk assigned number #3684 to the resolution.

Resolution – Agreeing to the transfer of \$854.40 to the Wellness Center Fund from the General Fund for their portion of Small Government Relief Fund Cares Act grant monies received. Clerk assigned number #3685 to the resolution.

Resolution – Agreeing to the transfer of \$3,000 back to the General Fund from the CDBG Housing Rehab Fund for grant writing costs that are not reimbursable per original resolution number 3662. Clerk assigned number #3686 to the resolution.

Resolution – Agreeing to the transfer of \$3,070.58 from the City Hall Improvement Fund to the General Fund and to close out the City Hall Improvement Fund. Clerk assigned number #3687 to the resolution.

Resolution – Agreeing to the transfer of \$122.81 from the Park Capital Improvement Fund to the General Fund and to close out the Park Capital Improvement Fund. Clerk assigned number #3688 to the resolution.

Resolution – Agreeing to the transfer of \$17,558.60 from the Hidden Creek Lift Station Fund to the Sewer Fund and to close out the Hidden Creek Lift Station Fund. Clerk assigned number #3689 to the resolution.

Resolution – Agreeing to the transfer of \$38,012.30 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payment on the Sewer Revenue Bond, Series, 2019. Clerk assigned number #3690 to the resolution.

Resolution – Agreeing to the transfer of \$9,304.51 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share-reimbursement for February, 2021 payroll salaries. Clerk assigned number #3691 to the resolution.

Payment of Claims

Approval of Pay Application #6 of \$41,265.78 – Waukon Police Station Renovations Project – Dave’s Complete Construction

Claims List for:

March 2, 2021

Alera Group	Safe-T Fund - February	1,396.34
Allamakee County Sheriff	Radio Communications	750.00
Alliant Energy	Electricity	15,801.49
Benzing Surveying	Services - Detention Area	700.00
Bodensteiner Implemet	Repairs	48.13
Bruening Rock Products	Snow Removal	787.50
Bruening Rock Products	Supplies	243.81
City of Waukon	Reimburse - Petty Cash	91.25
Cunningham Hardware	Supplies	107.62
Freedom Bank	Gund-Prin/Int	4,550.00
Galls. LLC	Supplies	1,212.10
Hach Company	Supplies	132.30
Southside Rentals	Rent	1,000.00
IA Dept. of Natural Resources	New WWTP NPDES Permit	85.00
Kurth Plumbing & Heating	Supplies	19.30
Lumen (Century Link Business)	Telephone	66.21
Mediacom Business	Telephone/Internet	113.14
Mulgrew Oil & Propane	Fuel	299.68
Mulgrew Oil & Propane	Fuel - Ambulance	836.89
Northeast Iowa Telephone	Internet	59.95
Quillin's Food Ranch	UPS/Supplies	265.28
T & W Grinding	Composting - 1st Qtr. 2021	2,210.00
TASC	COBRA-Renewal/Adm Fee	272.23
TestAmerica	Testing	1,192.50
ThermoWorks	Repairs	313.68
USA BlueBook	Repairs	273.81

West Side Waukon Lumber	Repairs	95.49	
Waukon State Bank	Gund-Prin/Int	4,550.00	
Paid Claims:			
Regular Payroll	February 7- 20, 2021	41,395.95	
EFTPS	Federal Withholding	3,694.35	
EFTPS	SS/ Medicare Withholding	8,360.60	
Treasurer - State of Iowa	Sales Tax	5,137.00	
Treasurer - State of Iowa	WET Tax	1,895.00	
Wapasha Construction	WWTP Pay App #21	387,470.97	
Town Country Sanitation	Services	18,046.75	
Waukon Postmaster	Postage	199.83	
WSB-CC- Des Moines Register	Subscription	13.90	
Blue Cross & Blue Shield	Insurance	25,736.80	
Wellness Claims:			
Black Hills Energy	Gas	1,543.89	
Casper Plumbing & Heating	Repairs	442.44	
Crexendo	Telephone	182.34	
Cunningham Hardware	Supplies	111.05	
Fareway	Concessions	91.68	
Fastenal	Supplies	312.74	
Indi-Com Electric & Surveillance	Repairs	225.00	
News Publishing	Advertising	88.00	
Park/Rec - Pool Claims:			
Black Hills Energy	Pool -Gas	31.06	
Bodensteiner Implement	Repairs	1,062.18	
Century Link	Telephone	38.19	
IA Dept. Inspections/Appeals	Soccer Concessions	300.00	
JaDeec's	Copies	38.28	
US Cellular	Telephone	126.97	
General:	59,603.39	Wellness:	4,308.14
Library:	4,853.61	Water:	17,387.27
RUT:	12,981.75	Sewer:	18,818.36
Employee Ben.:	19,495.18	Debt. Gund:	<u>9,100.00</u>
Sewer Plant:	387,470.97	TOTAL:	534,018.67

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

Absent: Rausch

No: 0

Under Public Comments: Dan Macdonald with Chauffeurs, Teamsters, and Helpers Union Local No. 238 asked that the city leaves the language in the union contract and to have it in consideration going into mediation.

Under Department Reports:

Library Director, Cate St. Clair briefed that March is 21 day read aloud challenge. Also, there is a daily link to a story time posted on their website. Park, Rec & Wellness Director, Jeremy Strub briefed that adult volleyball is going on with soccer to start in about four weeks. Summer employees will be hired at their March meeting. They are getting the pool ready for summer and they received an estimate on the heating side of the HVAC system and that came to just under \$6,000. Street Superintendent, Keith Burrett briefed that the sweeper is in the shop and depending on the weather they will hope to use it on the downtown streets next week. Bids came back in on a new dump truck and he would like to see the old dump truck go up for bid or be traded in. Assistant Police Chief, Luke Inglett briefed that they are working on getting everything moved to the new building. There is cracking on the newer portion of the driveway; Kelly Concrete came and took a look and will come back when the snow has melted.

City Clerk, Sarah Snitker briefed that the grant application for the Derelict Building Program was submitted last week. The grant request is for masonry and brick repair on the south wall of the Tierney Building.

City Manager, Gary Boden discussed receiving a request to do a grant for a home tear down. He also discussed a letter that he sent out to council for review. The letter will be sent to Representative Anne Osmundson in regards to opposing the passage of HSB194.

Mayor, Pat Stone mentioned he spoke with Michael Coyle, CEO Veteran's Memorial Hospital, about numbers for the city in regards to the ambulance and 28E Agreement.

Lyle TeKippe with Fehr Graham discussed the 2021 Street Improvement Project plans and sending them to contractors. The bid opening is scheduled for next week with the bid approval occurring at the next council meeting.

Moved by: Lydon

Seconded by: Hatlan

To approve the detailed plans and specifications, and ordering notice of hearing, notice to bidders and form of contract – 2021 Street Improvement Project.

Yes: Decker, Ellingson, Hatlan, Lydon

Absent: Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3692 to the resolution.

Discussion was had regarding a developer for the duplex unit at 105 1st St. NW.

Moved by: Ellingson

Seconded by: Lydon

To prepare documents for development and sale of one duplex unit at 105 1st St. NW.

Yes: 4

Absent: 1

No: 0

The Mayor declared the motion carried.

Jeff Allison stated that he would like to purchase the lots at 520 West Main Street and 4 6th St. SW. A meeting was scheduled with Jeff, John Ellingson and John Lydon to discuss plans.
No action taken.

Jeff Allison discussed buying a lot at 110 12th St. NW and having the high school build the house. Council mentioned that would need to be discussed with WEDC.
No action taken.

Council is in favor of the St. Patrick's Day Parade being held. The parade permit was approved at a previous council meeting.
No action taken.

Gary Boden discussed having direction from council on proceeding with a personnel manual.
Moved by: Ellingson Seconded by: Lydon
To put together a full employee policy manual with an emphasis on the union contract parts that need to be brought forth within the next 30 days.
Yes: 4 Absent: 1 No: 0
The Mayor declared the motion carried.

Water & Sewer Superintendent Jim Cooper briefed that there was what they thought was a water main break but ended up being a personal 4-inch line. The property owner will be responsible to pay for that fix. Edward Askew with Askew Scientific Consulting, discussed a report on the last inspection that was completed. He provided a presentation regarding the pH discharge violations by Aveka and made recommendations to the city.

Moved by: Lydon Seconded by: Decker
To enter into closed session per Iowa Code Section 21.5 (1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.
Yes: Decker, Ellingson, Hatlan, Lydon Absent: Rausch No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Hatlan
To exit closed session.
Yes: Decker, Ellingson, Hatlan, Lydon Absent: Rausch No: 0
The Mayor declared the motion carried.

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

Sarah Snitker
City Clerk