

The Waukon City Council met in regular session via an electronic meeting on May 3, 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, Ben Rausch (arriving late) and Gayle Decker. Council members absent: none. Others present: City Manager Gary Boden; Finance Director Lana Snitker; Police Chief Paul Wagner; Park, Rec and Wellness Center Director Jeremy Strub; Water & Sewer Superintendent Jim Cooper; Street Superintendent Keith Burrett; Assistant City Attorney Kevin Stinn; WEDC- Ardie Kuhse; Fehr Graham-Lyle TeKippe; The Standard- Joe Moses; Sweeney Real Estate – John Sweeney; Kolby Martin and citizens.

The Mayor called the meeting to order. The Mayor requested that the payment for Waukon Trees Forever be pulled from the claims and put under Considerations/Requests for Direction ahead of the realtor presentation. The Mayor also added a few items for approval under the consent agenda: Approval of Final Pay Application for Waukon Police Station Renovation – Dave’s Complete Construction, Approval of Certificate of Substantial Completion and Approval of Resolution Accepting Work Covering Waukon Police Station.

Moved by: Lydon Seconded by: Decker
To approve the consent agenda.

- Agenda
- Minutes of April 19, 2021 regular session
- Resolution – Agreeing to the transfer of \$9,511.85 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share – reimbursement for April, 2021 payroll salaries. The Clerk assigned number 3705 to the resolution.
- Resolution – Agreeing to the transfer of \$38,575.63 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payment on the Sewer Revenue Bond, Series 2019 (\$38,012.23) and Series 2021 (\$563.40). The Clerk assigned number 3706 to the resolution.
- Resolution – Agreeing to the transfer of \$12,922.77 from the General Fund to the Capital Equipment Fund to replenish balance for the Park for mower purchase. The Clerk assigned number 3707 to the resolution.
- Resolution – Agreeing to the transfer of \$14,847.29 from the General Fund and \$24,949.48 from the Capital Equipment Fund/Clerk and \$8,635.80 from the Capital Equipment Fund/Police to the Municipal Facility Fund for renovation project to Waukon Police Station. The Clerk assigned number 3708 to the resolution.
- Resolution – Agreeing to the transfer of \$233,573.75 from the TIF Fund to the Debt Service Fund for the principal/interest payments due June 1, 2021 on the 2015 General Obligation Corporate Purpose and Refunding Bonds. The Clerk assigned number 3709 to the resolution.
- Resolution – Agreeing to the transfer of \$7,910 from the TIF Fund to the Debt Service Fund for the principal/interest payment due June 1, 2021 on the Fire Station Loan. The Clerk assigned number 3710 to the resolution.
- Resolution – Agreeing to the transfer of \$65,621.25 from the TIF Fund to the Debt Service Fund for the principal/interest payments due June 1, 2021 on the 2020 General Obligation Corporate Purpose and Refunding Bonds. The Clerk assigned number 3711 to the resolution.
- Resolution – Approving Salary and Wages for Non-Union Employees. The Clerk assigned number 3712 to the resolution.
- Resolution – Adopting Policies Compliant to the 2021 CDBG Grant for the Owner-Occupied Housing Rehabilitation. The Clerk assigned number 3713 to the resolution.
- Resolution Accepting Work Covering Waukon Police Station Renovation Project. The Clerk assigned number 3714 to the resolution.
- Approval of Quit Claim Deed – 105 1st St. NW
- Approval of Variance – 409 1st St. NE
- Approval of IDOT Agreement for Maintenance and Repair of Primary Roads in Municipalities.
- Approval of Final Pay Application, No. 8, Waukon Police Station Renovation Project – Dave’s Complete Construction, \$4,150.35
- Approval of Certificate of Substantial Completion – Waukon Police Station Renovation Project
- Payment of Claims

Payment of Claims for: May 3, 2021

Allamakee County Sheriff	Answering Services - April	750.00
American Legion Post 62	Flag	20.00
Mark Benda	Reimburse - Certification	30.00
Blake Excavating	Services	400.00
Bodensteiner Body Werks	Repairs	5,338.23
Bodensteiner Implement	Repairs	158.16
Carquest - Waukon	Supplies	132.61
City of Waukon	Ambulance Appropriation	5,500.00
Computer Projects of IL, Inc.	Annual Renewal	180.00
Cunningham Hardware	Supplies	88.05
Chris Doeppke	Reimburse - Fuel	36.71
Chris Doeppke	Reimburse - Fuel	34.42
ERA Environmental Resource	Testing	292.71
First Supply	Repairs	74.70
Freedom Bank	Fire Truck-Prin/Int	22,232.66
Freedom Bank	Fire Station-Prin/Int	7,856.90
Freedom Bank	Gund-Prin/Int	4,550.00
Hach Company	Supplies	900.34
Hampton Equipment Company	Equipment / Supplies	1,057.03

Matt Hawkins Southside Rentals	Rent - May	1,000.00
Kiesler Police Supply	Supplies - Police	216.43
Mediacom Business	Telephone/Internet	147.73
Midwest Patch/ Hi-Viz Safety	Supplies	408.00
Ness Pumping	Services - Airport	70.00
Northeast Iowa Telephone	Internet - Council	59.95
Northeast Iowa Telephone	Telephone	376.35
Pladsen Custom Services	Sludge Removal	3,843.46
Quillin's Food Ranch	UPS/Supplies	199.67
R.W. Pladsen, Inc	Repairs	731.65
TestAmerica	Testing	1,494.20
Truck Country	Repairs	2.36
Waukon State Bank	Gund-Prin/Int	4,550.00
Waukon Wellness Center	Annual Senior Citizen Expense	7,000.00
Welch, Inc.	Supplies	18.00
Zarnoth Brush Works	Supplies	587.00
Ziegler, Inc.	Repairs	319.37
PAID -- Claims		
Regular Payroll	April 4-17, 2021	46,037.35
EFTPS	Federal Withholding	3,942.62
EFTPS	SS/ Medicare Withholding	9,256.66
Town Country Sanitation	Services	17,974.00
Wapasha Construction	WWTP Pay App #23	190,000.00
Waukon Postmaster	Postage	164.37
Wellness Claims:		
Crexendo	Telephone	183.77
Fareway	Concessions	92.49
Fastenal	Supplies	54.85
Ken Kerr Electric	Repairs	1,350.00
Light Source Central	Lighting Repairs	86.35
Schultz Construction LLC	Repairs	50.00
Park/Rec Claims:		
Bodensteiner Implement	Repairs	600.60
Cunningham Hardware	Repairs	26.86
Epic Wear	Uniforms - Soccer/Volleyball	2,271.60
Kerndt Monement Works	Park Markers	269.70
Menards	Field Paint	278.95
Ness Pumping	Soccer Port-A-Potty	145.00
Schultz Construction LLC	Park / Pool Repairs	3,775.44
Sherwin Williams	Field Paint	342.52
General:	74,384.61	Wellness: 1,817.46
Library:	4,416.30	Water: 6,890.12
RUT:	17,101.93	Sewer: 10,145.21
Employee Ben.:	3614.63	Debt Gund.: 9,100.00
Sewer Plant.:	190,000.00	Debt Service: <u>30,089.56</u>
		FUND TOTALS: \$ 347,559.82

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

Absent: Rausch

No: 0

Under Public Comments: There were no public comments

Under Department Reports:

Park, Rec & Wellness Director, Jeremy Strub briefed that the pool is cleaned out and ready to be filled with water. They should be ready for lifeguard training next week. Water & Sewer Superintendent Jim Cooper briefed that they finished flushing the hydrants last week. Next week they hope to know more about the plant opening date. Street Superintendent, Keith Burrett briefed they have been running the patcher otherwise it has been usual business. Police Chief Paul Wagner was having audio issues so the Clerk briefed on his behalf that they were awarded the sSTEP grant for \$6,500; \$4,500 is for a car camera reimbursement and \$2,000 is for overtime.

City Clerk Sarah Snitker discussed that she and Gary Boden met with the program administrators from Upper Explorerland last week regarding the upcoming City Housing Rehabilitation Program. She mentioned UERPC will be providing updates once the program starts and they hope to start inspections on the approved homeowners soon.

Assistant City Attorney Kevin Stinn briefed the council on the purchase offer with the Fair Board. He also mentioned he has not been able to reach anyone with Town & Country Sanitation in reference to what was planned to be discussed under considerations on the agenda.

City Manager Gary Boden discussed the contract with Wright Way Computers and why they are requesting a contract. He mentioned they are still working on the amounts so the contract is not fully completed.

Council member Ben Rausch arrived during the City Manager's report.

Mayor Pat Stone briefed that there are currently two openings on the Board of Adjustment and Planning and Zoning Boards and was open to anyone providing suggestions on who could fill those seats.

Council Member John Ellingson briefed that he put a post on Facebook about interest in joining the city council. He mentioned he has heard from numerous residents with negative feedback regarding the possibility of having a meat packing plant located here. Lastly, he mentioned he has noticed that Aveka is discharging water on the street.

Public Hearing – Police Department Grant Application Through USDA for Funding for a New Squad Car. There were no oral or written comments received. The Mayor declared the public hearing closed.

The Mayor discussed the claims payment to Waukon Trees Forever and wondered where that money was being utilized and the possibility of partnering it with the tree program the city is planning to start. Gary Boden suggested having a representative from the Trees Forever group to attend the next meeting to discuss.

Moved by: Decker

Seconded by: Lydon

To table the claims payment and invite a Trees Forever member to the next meeting.

Yes: 5

No: 0

The Mayor declared the motion carried.

The Mayor invited John Sweeney with Sweeney Real Estate to discuss the process and benefits of utilizing a realtor to assist with selling city properties. Council member Decker asked if it was legal for the city to pay commission to a realtor for the sale of city property. Assistant City Attorney Kevin Stinn will check into that and bring that back to the council. No action taken.

Town and Country Extra Assessment was tabled until a later meeting.

Kolby Martin discussed three trainings his pit bull has completed and will need another individualized training to become a service dog. Council members discussed that once the dog is a certified service dog to bring the certification to city hall and the city attorney.

No action taken.

Police Chief Wagner discussed a USDA grant the police department would like to apply for to assist with the purchase of a new squad car.

Moved by: Rausch

Seconded by: Lydon

To approve submitting the grant to USDA.

Yes: 5

No: 0

The Mayor declared the motion carried.

Jim Cooper discussed some lab equipment that will need to be purchased for the new plant.

Moved by: Lydon

Seconded by: Ellingson

To approve the lab equipment purchase from Midland Scientific for \$16,726.42.

Yes: 5

No: 0

The Mayor declared the motion carried.

The Mayor discussed a perpetual easement agreement.

Moved by: Rausch

Seconded by: Lydon

To approve the Perpetual Easement Agreement – Lot 1 in Lot D

Yes: 4

No: 1 (Decker)

The Mayor declared the motion carried.

Moved by: Rausch

Seconded by: Lydon

To table Approval of Services Agreement – Wright way Computers

Yes: 5

No: 0

The Mayor declared the motion carried.

City Manager Boden asked for the councils' direction on moving forward with city hall operations regarding COVID.

The council were in favor of going back to in person council meetings.

No action taken.

The Mayor discussed the possibility of doing an evaluation on the City Manager position. The council is to complete and return evaluations to the Mayor by the next meeting and that will be an agenda item for June 7th. Per the request of Gary Boden, the discussion will be in closed session.

No action taken.

Moved by: Lydon

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Sarah Snitker
City Clerk