

COUNCIL ROOM-----Oct 1, 2018

The Waukon City Council met in regular session on Oct 1, 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: Gayle Decker, John Ellingson, Arvid Hatlan, John Lydon, and Ben Rausch. 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; Artist- Cara Briggs Farmer; Northeast Iowa RC&D- Mallory Hanson; Iowa Department of Transportation- Nick Humpal; AECOM- Mark Durbahn; Fehr Graham- Lyle TeKippe & Lucas Elsbernd; Walk-On Waukon group- Brooke Troendle; The Standard- Joe Moses; and citizens.

The Mayor called the meeting to order. The Mayor requested that under regular business number 18, T & W Grinding and Compost Services- yard waste compost agreement, be added to the agenda, and that number 11, 28E Agreement review, be removed and replaced with American Marketing.

Moved by: Lydon

Seconded by: Hatlan

To approve the consent agenda.

Agenda

Minutes of Sept 17, 2018 regular session.

Payment of Claims

Allamakee Clayton Electric Coop	letter of credit-Fire Station	960.00
Allamakee County Sheriff	answering service	750.00
Alliant Energy	services	17,164.44
Anderson Law Firm	legal services	337.50
AT & T	services	42.73
Benjegerdes Machine, Inc.	parts	32.28
Bieber Insurance & Real Estate	additional premium	51.00
Black Hills Energy	services	764.37
Blake Excavating	services	950.00
Bodensteiner Implement Company	parts	31.90
Century Link	services	137.27
City Laundering Co.	services	863.74
Clark Tire Pros	services	291.16
Culligan Water Conditioning	services	55.40
Dean's Plumbing & Heating	services	583.14
Des Moines Area Community College	registration	900.00
Electrical Engineering & Equipment Co.	parts	1,652.41
Galls, Inc.	supplies	138.43
Group Services, Inc.	self-fund request	128.64
Hill's Plumbing & Heating	services	65.00
Howe Printing Company	supplies	185.00
Iowa Department of Natural Resources	annual water use fee	134.00
Iowa Department of Transportation	supplies	4,854.70
Iowa One Call	services	43.20
Kurth Plumbing & Heating LLC	parts	11.50
LnM Truck & Trailer Repair, LLC	replace clutch	5,023.52
Keith H. Lee	supplies	239.40
TestAmerica Laboratories, Inc.	samples	753.50
Truck Country	parts	354.63
Union Security Insurance Company	insurance	207.00
Waukon Area Fire Protection District	28E Agreement	21,250.00
West Side Waukon Lumber, Inc.	supplies	118.22
Phil Young	reimbursement	42.48
Zach Moyle Masonry	tuck pointing-City Hall	9,150.00
Ziegler Inc.	parts	1,021.52
AWWA-IA Section	registration fees	520.00
Bruening Rock Products	rock-Green Valley Bridge project	771.20
EFTPS	withholding	4,877.88
EFTPS	withholding	8,549.90
Iowa Water Environment Association	registration fee	30.00
Regular Payroll	Sept 9, 2018-Sept 22, 2018	37,057.66
Treasurer – State of Iowa	sales tax	4,040.00
Treasurer – State of Iowa	water excise tax	2,453.00

**Fund Totals:**

General:	52,103.51	Library:	3,473.66	Street Improv:	771.20
RUT:	19,176.25	Wellness Center:	6,888.55	Debt Service:	960.00
Water:	16,139.35	Spec.Rev.Empl:	2,489.48	City Hall Imp:	9,150.00
Sewer:	16,435.72				

Yes: Lydon, Hatlan, Ellingson, Rausch, Decker

No: 0

The Mayor declared the motion carried.

Under Public Comments: Eric Baker, Iowa State Director for Marsy's Law for Iowa shared information regarding his efforts. Numerous citizens were in attendance. Comments from citizens included concerns regarding street assessments, traffic studies, drains that have been removed and the mowing at the detention basin. The Mayor would like to address the definition of a street project and have rules to go by.

Under Departmental Reports:

Police Chief, Phil Young, briefed that the bicycle, generator auction brought in sales of \$830.

Street Superintendent, Keith Burrett, briefed that the employees are back to the five day work schedule; work had started on the street repair on the 900 block of West Main Street; and there was a collapsed storm sewer in North Gate the City will be looking at.

Water & Sewer Superintendent, Jim Cooper, briefed that the permit from the DOT was received so projects can be started; there was savings on the project at the Allamakee Antique Mall of \$2,315; two water leaks were fixed; and he mentioned the collapsed storm sewer in North Gate.

Park, Recreation & Wellness Director, Jeremy Strub, briefed that the pool has been winterized; the campground will be winterized at the end of October/beginning of November; youth activities and adult kickball are happening now; and he mentioned the maintenance agreement and park trees. Pictures were taken and notes were made to have the pool winterizing plan in writing.

City Manager, Dean Hilgerson, briefed that we are waiting on the abstract for property the City is purchasing at the Waste Water Treatment Plant site; the financial audit fieldwork is complete; Travis Squires, financial advisor, will be invited to a budget workshop; Dean shared that citizens are able to contact City hall for an additional recycling toter; reviewed costs for Green Valley Bridge Project; and discussed the CDBG grant and other grants available.

Mayor Pat Stone read the proclamation setting Oct 19, 2018 for distribution of VFW Buddy Poppies.

Moved by: Lydon Seconded by: Rausch

To approve the proclamation.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Decker Seconded by: Rausch

To agree to the resolution to transfer \$960 from the TIF Fund to the Debt Service Fund for the annual premium of the Letter of Credit.

Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3367 to the resolution.

Moved by: Rausch Seconded by: Hatlan

To agree to the resolution to close West Main Street from Main Street to First Avenue SW for “Trunk of Treat” event on October 31, 2018 from 12:00 noon to 9:00 PM.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3368 to the resolution.

There was lengthy discussion regarding the first reading of an ordinance.

Moved by: Lydon

To approve the first reading of an ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, to permit additional nonresidents of the City to serve as members on certain City boards and commissions.

Motion died for lack of a second.

Mallory Hanson, Northeast Iowa RC&D, presented the amended contract for the public art project. The Artist, Cara Briggs Farmer, shared the dimensions of the public art project.

Moved by: Decker Seconded by: Hatlan

To amend the existing contract between the Artist and the City for the public art project.

Yes: 5 No: 0

The Mayor declared the motion carried.

Ellingson left the meeting.

Moved by: Rausch Seconded by: Lydon

To hire Hacker, Nelson & Co. to complete the Annual Financial Report for FYE 6-30-2018 with Lana’s involvement.

Yes: 4 No: 0 Absent: 1 (Ellingson)

The Mayor declared the motion carried.

Moved by: Rausch Seconded by: Lydon

To trade in old and purchase new Tool Kat for \$5,500.

Yes: 4 No: 0 Absent: 1 (Ellingson)

The Mayor declared the motion carried.

Ellingson returned to the meeting.

Nick Humpal, Iowa Department of Transportation, and Mark Durbahn, AECOM, briefed on the development of the 2019 Iowa DOT street/sidewalk project. There was discussion regarding the sidewalk leading to the City Park and a road diet on the south end of Rossville Road from 11<sup>th</sup> Ave to 7<sup>th</sup> Ave.

Moved by: Ellingson Seconded by: Hatlan

To extend the sidewalk to the Park entrance.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Hatlan Seconded by: Lydon

To proceed with a 16 foot turn lane and striped buffer lanes on the 3-lane roadway at the south end of Rossville Road.

Yes: 5 No: 0

The Mayor declared the motion carried.

There was lengthy discussion regarding the 5<sup>th</sup> street crosswalk.  
No Action Taken.

Walk-On Waukon group encouraged us to start the engineering process for the 4<sup>th</sup> Street/7<sup>th</sup> Avenue sidewalk project as they have a deadline to use awarded grant funds by Spring of 2019.  
No Action Taken.

Lucas Elsbernd, Fehr Graham, presented plans for the Waste Water Treatment Plant Improvements. He shared an updated schedule for the project with expected approved construction contract date in January 2019.  
No Action Taken.

Dave Leider, American Marketing & Publishing, shared what his company had to offer in regards to communicating to individuals through their phone.  
No Action Taken.

City Attorney, Jim Garrett, briefed the council on utility deposits and delinquent accounts. City Clerk, Lana Snitker, requested write off of a list of delinquent accounts totaling \$8,537.73.

Moved by: Lydon Seconded by: Decker

To write off the accounts presented.

Yes: 5 No: 0

The Mayor declared the motion carried.

There was further discussion regarding the individuals that still owed and possible collection.

Moved by: Lydon Seconded by: Rausch

To rescind the previous motion and vote writing off the accounts presented.

Yes: 5 No: 0

The Mayor declared the motion carried.

City Manager, Dean Hilgerson, presented the Council with the question of what the City is going to do with the old street poles when replaced.

Moved by: Rausch Seconded by: Hatlan

To allow contractor to remove and haul old poles to Sweeney's Auction for sale/disposal.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Decker

To approve hiring Cory James Drowns as full time police officer with a starting date of October 15 and a starting wage per union contract for a certified officer at \$17.98 per hour.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Decker

To have a contract drawn up for the new officer. It would provide 25% of what he owes for the Academy per year of completed service over the next 4 years, not to exceed \$12,000 with a 4 year commitment.

Yes: 5 No: 0

The Mayor declared the motion carried.

There was no discussion regarding the appointments to the Planning & Zoning Commission.

Moved by: Ellingson Seconded by: Lydon

To proceed at the next council meeting with a vote to accept or not accept the ordinance to raise chickens within the City limits, excluding Attachment A.

Yes: 4 No: 1 (Hatlan)

The Mayor declared the motion carried.

Moved by: Hatlan Seconded by: Rausch

To approve the variance request by Randy Stahl at 206 3<sup>rd</sup> St NW.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Hatlan

To approve the agreement between the City of Waukon and T & W Grinding and Compost Services, LLC- yard waste compost for July 1, 2018 – June 30, 2019.

Yes: 5 No: 0

The Mayor declared the motion carried.

Under Other Matters: A few items in regards to City Hall were mentioned including a Fall cleanup and leaves.

Moved by: Lydon Seconded by: Decker

To adjourn.

Yes: 5 No: 0

The Mayor declared the motion carried.

Lana D. Snitker  
City Clerk