

COUNCIL ROOM-----September 16, 2019

The Waukon City Council met in regular session on September 16, 2019 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, Ben Rausch, Gayle Decker, John Lydon, and Arvid Hatlan. Council members absent: None. Others present: City Manager Gary Boden; Police Chief Phil Young; Assistant Police Chief Paul Wagner; Street Superintendent Keith Burrett; Water & Sewer Superintendent Jim Cooper; City Attorney Jim Garrett; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Mosaic Housing Corp., Landlord- Justin Piggott; Waukon Fire Department- Dave Martin and Kyle Halverson; Donna Harrington; and citizens.

The Mayor called the meeting to order.

Moved by: Lydon

Seconded by: Rausch

To approve the consent agenda.

Agenda

Minutes of September 3, 2019 regular session.

Approval of City Clerk/Treasurer Reports- August 2019.

Payment of Claims

| | | |
|--|---|-----------|
| AFLAC | insurance | 259.00 |
| Allamakee Clayton Electric Coop | services | 81.42 |
| Allamakee Clayton Electric Coop | principal-Fire Station Loan | 3,000.00 |
| Allamakee Clayton Electric Coop | principal-Fire Station Loan | 2,666.67 |
| Allamakee Recorder | services | 196.00 |
| Bodensteiner Implement Company | parts | 35.57 |
| Bruening Rock Products Inc. | materials | 633.83 |
| Builders First Source | supplies | 42.44 |
| Carquest Auto Parts | supplies | 536.66 |
| Casey's Business MasterCard | fuel | 71.66 |
| Caterpillar Financial Services Corporation | lease pymt-princ/int. | 22,384.24 |
| Century Link | services | 524.82 |
| Century Link | services-long distance | 51.39 |
| City Laundering Co. | services | 861.51 |
| Cunningham Hardware & Rental, LLC | supplies | 15.77 |
| Cunningham Hardware & Rental, LLC | supplies-Ambulance | 45.48 |
| Display Sales | new Christmas decorations | 8,567.00 |
| Fehr Graham Engineering & Environmental | services-WWTP Improv | 12,932.97 |
| Fehr Graham Engineering & Environmental | services-2019 5 th St SW Imp | 292.25 |
| Fehr Graham Engineering & Environmental | services-Plaza redesign/const. | 6,900.00 |
| Fehr Graham Engineering & Environmental | services-Storm Sewer Imp | 846.25 |
| Galls, LLC | supplies | 167.97 |
| Group Services, Inc. | self-fund request | 137.71 |
| Hausladen's Auto Supply | supplies | 148.95 |
| James Garrett Law Office | legal fees | 1,930.33 |
| Jim's Full Service | fuel | 1,961.25 |
| Keystone Laboratories, Inc. | samples | 64.00 |
| Kwik Trip Inc. | fuel | 705.21 |
| Midwest Patch/Hi-Viz Safety | crosswalk signs | 1,762.00 |
| Mulgrew Oil & Propane | fuel | 1,222.00 |
| Mulgrew Oil & Propane | fuel-Ambulance | 582.34 |
| Palmer Repair Inc. | services | 407.63 |
| Panther Uniforms, Inc. | supplies | 1,036.39 |
| Quillin's Food Ranch | supplies/UPS charges | 205.72 |
| Richard Schulte | services | 54.00 |
| Ricoh USA, Inc. | copies | 20.23 |
| R.W. Pladsen, Inc. | bed liner | 200.00 |
| Lana Snitker | mileage reimbursement | 35.26 |
| Snitker Lawn & Tree Service | tree & stump removal | 3,050.00 |
| Storey Kenworthy/Matt Parrott | supplies | 190.86 |
| T & W Grinding | services | 2,210.00 |
| Truck Country of Iowa | parts | 440.10 |
| US Cellular | services | 594.12 |
| Village Farm & Home | parts/supplies | 239.95 |
| Waukon Tire Center Inc. | services-Ambulance | 256.90 |
| West Side Waukon Lumber, Inc. | supplies | 36.49 |
| Iowa Rural Water Association | registration fee | 150.00 |
| State Hygienic Laboratory | registration fees | 190.00 |
| Tammy Smith | 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 | Aug 25, 2019-Sept 7, 2019 | 39,220.16 |
| EFTPS | federal withholding | 5,141.51 |
| EFTPS | soc.sec./medicare withholding | 10,082.58 |
| IPERS | withholding | 7,484.30 |
| IPERS | withholding | 17,266.92 |
| Treasurer - State of Iowa | state withholding | 7,007.00 |

Fund Totals

| | | | | | |
|----------|-----------|-------------------|-----------|------------------|-----------|
| General: | 47,267.17 | Library: | 4,991.34 | Street Improv: | 117.65 |
| RUT: | 23,239.54 | Spec.Rev.Empl: | 13,470.72 | Econ Dev Spec: | 292.25 |
| Water: | 14,322.33 | T&A Ins. Fund: | 12.91 | Debt Service: | 28,050.91 |
| Sewer: | 4,885.77 | Hotel/Motel Econ: | 15,467.00 | Gundersen Debt: | 9,100.00 |
| | | Storm Sewer Imp: | 846.25 | Sewer Plant Imp: | 12,932.97 |

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

The Mayor announced that this was the time and place for the public hearing on the proposed contract documents (plans, specifications and form of contract) and estimated costs for Plaza Improvements. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Under Public Comments: Donna Harrington, resident on West Main Street near the Waukon Redemption and Ice Center, voiced concerns about customers parking on the sidewalk. She would like the City Code enforced across the board regarding driving/parking on sidewalks. This item will be discussed again as an agenda item later in the meeting.

WEDC, Ardie Kuhse, requested permission to host a meet and greet for the new City Manager, Gary Boden, to be held October 7th from 4:00 to 6:30 PM at City Hall.

Kyle Halverson and Dave Martin, representing Waukon Fire Department, voiced concerns regarding the new sidewalk and creation of a bigger water problem forcing everything down the sidewalk towards the building at the fire station. Martin would like it looked at before the concrete is poured. It will be presented to Roger Mohn, Mohn Surveying, and Jesse Delaney, Skyline Construction, for a solution.

Under Departmental Reports:

Police Chief, Phil Young, referred to items on the agenda.

Street Superintendent, Keith Burrett, briefed that yield to pedestrians and crosswalk signs are in and will be placed once blacktopping and crosswalks are in. The storm sewer in the North East part of town will be completed this week, weather permitting. Prairie Road Builders are looking at seal coating the first of the month. The Department of Transportation has been working early morning hours. There have been a few complaints about the noise but most are grateful the project is getting done.

Water & Sewer Superintendent, Jim Cooper, briefed that the lighting for the North water tower is in and should be placed by the end of the week. The contract was signed by both parties for the re-painting of the North water tower, which will be done at no cost to the City. Contractors hope to pour the clarifier walls this week at the Wastewater Treatment Plant.

Park, Recreation & Wellness Director, Jeremy Strub, was not in attendance. City Clerk, Lana Snitker, briefed that in the coming weeks, the fence and nets for the tennis courts will be installed. If the weather cooperates, the surface will be painted later this month and once the fence is installed, the contractors will start installing lights. Youth volleyball and flag football are underway. The '93 Ford Ranger will be on the next Council meeting agenda.

City Manager, Gary Boden, announced the Planning & Zoning Commission and Board of Adjustments will hold meetings next week. There will be a special session Tuesday night of this week to talk about financing options for the existing debt with Piper Jaffray. Health insurance coverage for himself will be addressed at the next Council Meeting.

Moved by: Lydon Seconded by: Decker
To waive additional readings of the ordinance eliminating use restrictions on conditionally rezoned real estate in the City of Waukon, Iowa- property located at 808 5th Avenue SW.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0
The Mayor declared the motion carried.

Moved by: Lydon Seconded by: Decker
To approve the third and final reading of the ordinance eliminating use restrictions on conditionally rezoned real estate in the City of Waukon, Iowa- property located at 808 5th Avenue SW.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0
The Mayor declared the ordinance adopted and the Clerk assigned number 793 to the ordinance.

Moved by: Ellingson Seconded by: Lydon
To approve the first reading of the ordinance establishing angle parking on a portion of 1st Street SE.
Yes: Lydon, Ellingson, Hatlan, Rausch, Decker No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon
To table the resolution authorizing construction of angle parking on a portion of 1st Street SE by the Evangelical Lutheran Good Samaritan Society.
Yes: 5 No: 0
The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Rausch
To agree to the resolution authorizing use of competitive quotation procedures and delegating authority for the Plaza Improvements project.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3490 to the resolution.

Moved by: Ellingson

To agree that the sidewalk from the east side of the Fire Department to the City park will be closed seasonally by the Waukon Street Department.

Motion died for lack of a second.

Lyle TeKippe, Fehr Graham, presented opinions of probable cost for various options to repair the damaged street surface of 16th Avenue NW from Green Valley Road west to the end after examining the existing conditions. Ellingson requested these be presented with the report from the Police Department at the next Council meeting and include the documents in the packet.

No Action Taken.

Justin Piggott, Landlord, Mosaic Housing Corp., requested consideration of parking in front of 208 6th Street NW. Concerns included snow clearing and school bus congestion. The Police Department and Council offered a suggestion to contact the school to park in the old Keystone parking lot.

No Action Taken.

Photos were shared regarding parking in front of the Waukon Redemption and Ice Center. Donna Harrington voiced her concerns of many vehicles parking on the sidewalk. The Council suggested that the Redemption Center notify customers that they are not allowed to park on the sidewalk.

No Action Taken.

There was some discussion regarding the Police Department building. Boden, City Manager, shared the importance of a capital improvement plan. Boden said he would get some quotes. The Police Department is needing to order portable radios. The Council would like to obtain more than one quote. The item will be tabled to the next meeting.

No Action Taken.

There was some discussion on the procedures in place regarding how much authority Departments/the City Manager have making an acquisition without Council approval.

Moved by: Rausch

Seconded by: Hatlan

To give direction to Jim Garrett, City Attorney, to prepare a resolution giving expenditure authority up to \$7,500 to the City Manager and up to \$1,000 for Department Heads.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Rausch

Seconded by: Lydon

To pursue a joint purchase with the Police Department and City Hall with overhaul of the (computer system) network and what that would include.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Ellingson

Seconded by: Lydon

To partner with the Census 2020.

Yes: 5

No: 0

The Mayor declared the motion carried.

Other Matters: Hatlan requested curb replacement at St. Patrick Church be placed on the next agenda.

Moved by: Hatlan

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lana D. Snitker
City Clerk