

COUNCIL ROOM-----September 3, 2019

The Waukon City Council met in regular session on September 3, 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 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, Howard Van Ruler, and Joe Cunningham; Fehr Graham- Lyle TeKippe; The Standard- Joe Moses; Gary Boden; Good Samaritan Society- Waukon, Executive Director Cathy Taylor; Benzing Surveying, LLC.- Ryland Benzing; Waukon High School, Industrial Technology- Caleb Ferring; Mosaic Housing Corp., landlord- Justin Piggott; Resident, 16th Avenue NW- John Erickson; and citizens.

The Mayor called the meeting to order.

Moved by: Lydon

Seconded by: Decker

To approve the consent agenda.

Agenda

Minutes of August 19, 2019 regular session.

Approval of Class B Native Wine Permit (WBN) for Waukon Greenhouse, 27 Spring Avenue.

Payment of Claims

Allamakee County Sheriff	answering services	750.00
Allamakee County Treasurer	real estate taxes	306.00
Alliant Energy	services	20,962.48
ASCAP	annual music license fee	363.39
Black Hills Energy	services	534.61
Bodensteiner Implement Company	parts	150.70
Brown Supply Co.	supplies	417.92
Bruce Equipment	sewer camera	71,934.00
Bruening Rock Products Inc.	materials	227.01
Robert Campbell	consultation fee	320.00
CED/Culver-Hahn Electric Supply	spare downtown pole/light	3,057.26
Culligan Water Conditioning	services	45.20
Electric Pump, Inc.	pump	316.73
Galls, LLC	supplies	327.79
Gary's Tractor & Implement	rotary cutter	1,700.00
Group Services, Inc.	adm. fees	272.40
Luke Inglett	reimbursement	144.27
Iowa Department of Transportation	asphalt emulsion	1,830.00
Iowa Law Enforcement Academy	services	50.00
Iowa One Call	services	70.20
Kelly Concrete	services	300.00
Lydon Electric Motors	services	216.21
News Publishing Co., Inc.	services	762.98
Northeast Iowa Telephone Company	services	59.95
Reiser Implement Inc.	services	306.78
R.W. Pladsen, Inc.	2019 Chevrolet Truck	36,000.00
Ed Schoenthal	reimbursement	208.30
Snitker Lawn & Tree Service	tree removal	600.00
Star Equipment, LTD	parts	787.10
TASC-Client Invoices	adm. fees	97.50
TestAmerica Laboratories, Inc.	samples	1,000.00
Union Security Insurance Company	insurance	216.00
Paul Wagner	reimbursement	172.74
Waukon Economic Development Corp	sign reimbursement	59.46
West Side Waukon Lumber, Inc.	supplies	106.51
Phil Young	reimbursement	38.13
Cary & Heather Hermanson	reimbursement	17.00
Lance Hangartner Tree Service	tree/stump removal	2,850.00
Waukon Postmaster	postage	191.24
Town & Country Sanitation	services	18,069.75
Wapasha Construction Co., Inc.	pay est. #3-WWTP	704,718.56
Regular Payroll	Aug 11, 2019-Aug 24, 2019	48,022.86
EFTPS	federal withholding	4,222.88
EFTPS	soc.sec./medicare withholding	10,089.50
Amazon	supplies	218.73

Fund Totals

General:	68,544.99	Sewer:	10,382.15	West Side Dev:	200.00
RUT:	18,242.36	Library:	3,698.05	Sewer Plant Imp:	704,758.56
Water:	13,809.82	Spec.Rev.Empl:	3,842.21	Capital Equip:	109,634.00

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 modification of permitted uses on conditionally rezoned property in Waukon, Iowa- for property located at 808 5th Avenue SW. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Under Public Comments: Justin Piggott, Mosaic Housing Corp., requested that the City look at the parking around their property, at 208 6th Street NW. The item will be on the agenda at the next Council meeting.

Under Departmental Reports:

Assistant Police Chief, Paul Wagner, briefed that testing took place and four individuals passed.
Street Superintendent, Keith Burrett, briefed that 1st and 2nd Avenue NE storm sewer was one third complete, the new pickup arrived, the department started their schedule of five 8 hour days, he will be getting bids for removal of two large cottonwood trees on 5th Avenue SW that are in the boulevard.
Water & Sewer Superintendent, Jim Cooper, briefed that two leaks were found that were responsibility of the homeowners and demonstrations for the new sewer camera will be next week.
Park, Recreation & Wellness Director, Jeremy Strub, briefed that the pool was drained, fall sports including youth volleyball and football are underway, Music in the Park is done for the summer, the Park & Recreation department has a '93 Ford Ranger they are no longer using.

City Manager, Dean Hilgerson, briefed that this is his final Council meeting, he will spend two days this week with Gary Boden, and he will be removing email access from his phone. The asphalt overlay and repair for the street project should be done by next Friday. Notices will go out regarding the new sidewalk and how it's treated for ice this winter. Hilgerson also directed the City Clerk to send notices out regarding the newly painted crosswalks.

Item number 23 was moved to the top of the agenda.

Discussion was held regarding hiring the Waukon High School, Industrial Technology class to make the trash cans for the downtown area. Caleb Ferring, Waukon High School, Industrial Technology teacher, will present a cost estimate at the October 7th Council meeting. Hatlan, Rausch, Burrett and Ardie Kuhse, WEDC, will work with Ferring to finalize a design.

No Action Taken.

Moved by: Lydon

Seconded by: Hatlan

To approve the third and final reading of the ordinance amending the Code of Ordinances of the City of Waukon, Iowa, 1998, by reducing the number of members of the Municipal Tree Board from seven to three.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the ordinance adopted and the Clerk assigned number 792 to the ordinance.

Moved by: Lydon

Seconded by: Decker

To approve the first 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 motion carried.

Moved by: Rausch

Seconded by: Lydon

To agree to the resolution temporarily closing a portion of Second Street SW in the City of Waukon, Iowa.

Yes: Hatlan, Rausch, Decker, Lydon, Ellingson

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3481 to the resolution.

Moved by: Rausch

Seconded by: Hatlan

To agree to the resolution to invest in ICMA-RC retirement plan for Gary Boden, City Manager.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3482 to the resolution.

Item number 5 will be discussed with item number 18.

Moved by: Hatlan

Seconded by: Lydon

To agree to the resolution to transfer \$14,005.96 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share-reimbursement for the August, 2019 payroll salaries.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3483 to the resolution.

Moved by: Decker

Seconded by: Lydon

To agree to the resolution to transfer \$18,809.06 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payment on the Sewer Revenue Bond, Series 2019.

Yes: Ellingson, Hatlan, Rausch, Decker, Lydon

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3484 to the resolution.

Moved by: Lydon

Seconded by: Hatlan

To agree to the resolution to transfer \$21,500.00 from the General Fund (property tax) to the Library Fund for library expenses.

Yes: Hatlan, Rausch, Decker, Lydon, Ellingson

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3485 to the resolution.

Moved by: Rausch

Seconded by: Lydon

To agree to the resolution to transfer \$47,125.00 from the Sewer Operation Maintenance Fund to the Capital Equipment (Sewer) Fund.

Yes: Rausch, Decker, Lydon, Ellingson, Hatlan

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3486 to the resolution.

Moved by: Lydon Seconded by: Decker
To agree to the resolution to transfer \$16,525.00 from the Franchise Fund to the Capital Equipment (Street) Fund for the purchase of a 2019 pickup truck with snowplow.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3487 to the resolution.

Moved by: Hatlan Seconded by: Lydon
To agree to the resolution to transfer \$9,652.37 (Hotel/Motel money received in August 2019 and deposited into the General Fund) from General Fund to the Hotel/Motel (Park Improvements- 75%) Fund in the amount of \$7,239.28 and the Hotel/Motel (Tourism/Economic Development- 25%) Fund in the amount of \$2,413.09.
Yes: Lydon, Ellingson, Hatlan, Rausch, Decker No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3488 to the resolution.

Moved by: Decker Seconded by: Ellingson
To accept and approve the interim City Manager Compensation agreement with Gary Boden.
Yes: 5 No: 0
The Mayor declared the motion carried.

Decker announced he would refuse himself from voting on the next agenda item. Gayle Decker requested that a portion of the sewer charge on his utility bill be waived. It related to the amount of water used to water sod.
Moved by: Lydon Seconded by: Ellingson
To waive the requested sewer portion of Gayle and Carol Decker's utility bill in the amount of \$297.25.
Yes: 4 Refrained: 1 No: 0
The Mayor declared the motion carried.
It was requested that the public be notified there are meters available through the Water/Sewer Department to monitor water use for such purposes.

Good Samaritan Society- Waukon, Executive Director Cathy Taylor presented information regarding angle parking. More information is needed in order for the City Attorney to proceed with an amendment to the ordinance.
No Action Taken.

Moved by: Rausch Seconded by: Lydon
To approve the North water tower paint remediation agreement with K&W Coatings.
Yes: 5 No: 0
The Mayor declared the motion carried.

Jim Garrett, City Attorney, reported on the library roof. A representative from Cresco Building Service was at the library to report on the inspection of the library roof. A written report will be forwarded to the Council when completed.
No Action Taken.

Lyle TeKippe, Fehr Graham, presented an update on the Plaza engineering.
Moved by: Rausch Seconded by: Lydon
To set the public hearing on proposed contract documents and estimated costs for improvement- Plaza Improvements for September 16th at 7:00 PM.
Yes: 5 No: 0
The Mayor declared the motion carried.

Dean Hilgerson, City Manager, discussed the status of the Department of Transportation grant for the airport. The City received official confirmation of the grant award in the amount of \$34,875. The discussion also included the airport asphalt resurfacing costs.
Moved by: Rausch Seconded by: Hatlan
To agree to the resolution approving the agreement with the Iowa Department of Transportation for Municipal Airport Improvements.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0
The Mayor declared the resolution approved and the Clerk assigned number 3489 to the resolution.

Jim Cooper, Water/Sewer Superintendent, presented information on the installation of water service pipe. Cooper was directed to proceed with looking into using plastic in lieu of copper pipe.
No Action Taken.

Moved by: Ellingson Seconded by: Rausch
To table discussion of 2nd Street/11th Avenue SW snow removal to the September 16th meeting.
Yes: 5 No: 0
The Mayor declared the motion carried.

There was lengthy discussion on street damage on 16th Avenue NW.

Moved by: Ellingson Seconded by: Rausch

To direct Assistant Police Chief, Paul Wagner, to conduct an investigation and interviews regarding what occurred. A report will be made at the October 7th Council meeting with a narrative of what has happened on 16th Avenue.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon

To request Fehr Graham to do an inspection and provide an opinion on the condition, damage and possible ways to address 16th Avenue NW.

Yes: 5 No: 0

The Mayor declared the motion carried.

There was lengthy discussion regarding the police station upgrades, as well as a firewall security project. The importance of the storm water issue was discussed.

Moved by: Rausch Seconded by: Lydon

To order a firewall and have it installed.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Decker

To approve the temporary construction easement agreement for property adjacent to the police station.

Yes: 5 No: 0

The Mayor declared the motion carried.

Burrett presented options for a snow blade to be used universal on the tool cat and skid steer.

Moved by: Ellingson Seconded by: Rausch

To approve purchase of a 72" snow blade in the amount of \$1,797.40 from Reiser Implement.

Yes: 5 No: 0

The Mayor declared the motion carried.

Christmas decorations for the downtown area poles were discussed. The old lights will not work on the new poles.

Moved by: Ellingson Seconded by: Lydon

To purchase thirty-three of the 32" pole mounted Christmas wreaths from Display Sales in the amount of \$8,567 (mount bracket included).

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Rausch

To refer residential zoning in downtown area to the Planning & Zoning Commission for a regularly scheduled meeting to discuss the concept.

Yes: 5 No: 0

The Mayor declared the motion carried.

Moved by: Ellingson Seconded by: Lydon

To invite Travis Squires, Piper Jaffray, to present options of refinancing for the Series 2011 General Obligation Bonds, other outstanding debt, and additional funding for future projects. A tentative date and time was set for Tuesday, September 17th at 6:30 PM during a special session.

Yes: 5 No: 0

The Mayor declared the motion carried.

There was little discussion regarding a volunteer cooperative weather observer. Hilgerson had received an email from National Weather Service reaching out to the City for anyone interested in taking weather observations.
No Action Taken.

The City Manager updated on the Department of Transportation street project. Street surfacing is expected to be completed by next Friday.

No Action Taken.

Moved by: Decker Seconded by: Lydon

To accept the proposal from R/T Seamless Gutters in the amount of \$1,886 for installation of soffit, fascia and downspouts on the upper east section of City Hall.

Yes: 5 No: 0

The Mayor declared the motion carried.

The Mayor announced that there would be a resolution presented at the next Council meeting from the Personnel Committee regarding salary and raises.

There was some discussion regarding the agreement between the City and WEDC for lots in the West Side Development. It states if WEDC has a commitment from the school to build on the lots, the City would sell the lots to WEDC. If there is no commitment from the school that year, the City is free to sell the lot to whomever. The City will honor the agreement.

No Action Taken.

Other Matters: The Mayor directed the City Clerk to forward an email regarding Alliant Energy rate increase to the Council. A request was made to the City to move a light pole located at Lot 1 of West Side Development in the amount of \$413.

Moved by: Lydon

Seconded by: Rausch

To adjourn.

Yes: 5

No: 0

The Mayor declared the motion carried.

Lana D. Snitker
City Clerk