

COUNCIL ROOM-----April 5, 2021

The Waukon City Council met in regular session via an electronic meeting on April 5, 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; 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; Riverview Center Employee – Sarah Wennes, Upper Iowa Insurance Services Corp – Jane Regan, Mark Benda, Pat Egan and citizens.

The Mayor called the meeting to order. The Mayor asked that line-item i. ii. under the consent agenda, Pay Application #7 for the Waukon Police Station Project, be moved for discussion under the City Council Reports.

Moved by: Lydon

Seconded by: Decker

To approve the consent agenda.

Agenda

- Minutes of March 11, 2021 special session, March 15, 2021 special session, March 15, 2021 regular session, March 29, 2021 special session
- Approval of Class B Native Wine Permit (WBN) for Hartig Drug Company d/b/a Hartig Drug Store 12, 21 West Main Street.
- Resolution – Agreeing to the transfer of \$9,533.92 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share-reimbursement for the March, 2021 payroll salaries. The Clerk assigned number 3698 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. The Clerk assigned number 3699 to the resolution.
- Resolution – Agreeing to the transfer of \$10,569.65 from the General Fund to the Municipal Facility Fund for renovation project (pay application no. 7 and retainage) to Waukon Police Station. The Clerk assigned number 3700 to the resolution.
- Resolution – Agreeing to close the extension of Highway 9 and Highway 76 from 8th Avenue NW to East and West Main (Highway 76 North on Highway 9) to 2nd Street NW on Highway 76 North for the period beginning at 6:30 P.M. and ending at 8:30 P.M. on August 20, 2021 for the Waukon Corn Days Parade. The Clerk assigned number 3701 to the resolution.
- Approval of special requests – Allamakee County Cattlemen and Allamakee County Dairy Board to set up grill in front of KNEI for May is Beef Month and to set up Dairy Wagon to sell ice cream, May 24th starting at 4:00 PM.
- Approve Public Hearing for April 19, 2021 for Police Department grant application through USDA for funding for a new squad car.
- Approve City Spring Clean-Up Day – May 1, 2021
- Approval of Direct Deposit Policy – Employee’s Wages
- Payment of Claims

Payment of Claims for:

April 5, 2021

| | | |
|--------------------------------|-----------------------------|-----------|
| Alera Group | Admin. Fees - 2nd Qtr 2021 | 311.55 |
| Alera Group | Safe-T Fund - March | 1,664.40 |
| Alliant Energy | Electricity - March | 16,406.51 |
| Askew Scientific Consulting | Services | 3,000.00 |
| Bodensteiner Implement | Repairs | 273.39 |
| Bruening Rock Products | Supplies | 711.56 |
| Carquest Waukon | Repairs | 33.76 |
| Casper Plumbing & Heating | Repairs | 820.00 |
| Compass Minerals | Supplies | 3,784.80 |
| Cunningham Hardware | Supplies | 25.94 |
| Chris Doeppke | Reimburse - Fuel | 41.01 |
| Chris Doeppke | Reimburse - Fuel | 40.44 |
| Chris Doeppke | Reimburse - Fuel | 35.10 |
| Fire Protection Specialists | Inspection | 174.54 |
| First Net / AT & T Mobility | Communications | 563.50 |
| Freedom Bank | Gund-Prin/Int | 4,550.00 |
| Galls. LLC | Supplies | 708.57 |
| Gundersen Health System | Physical | 333.00 |
| Matt Hawkins Southside Rentals | Rent - April | 1,000.00 |
| Hacker, Nelson & Company, PC | Services | 1,675.00 |
| Hawkins, Inc. | Supplies | 2,591.11 |
| Luke Inglett | Reimburse - Pressure Washer | 127.61 |
| Iowa Dept. of Transportation | Supplies | 86.00 |
| JaDecc's | Supplies | 49.95 |
| JaDecc's | Supplies | 7.95 |
| Kathy Kleaned | Services | 513.00 |
| Ken Kerr Electric | Repairs | 172.26 |
| Lumen (Century Link Business) | Telephone | 67.96 |
| Mediacom Business | Telephone/Internet | 190.68 |
| Mulgrew Oil & Propane | Fuel | 58.93 |

| | | | |
|---------------------------------|-------------------------------|--------------|-----------------|
| Mulgrew Oil & Propane | Fuel | 159.13 | |
| Northeast Iowa Telephone | Internet | 59.95 | |
| Northeast Iowa Telephone | Telephone | 808.58 | |
| Quillin's Food Ranch | Supplies / UPS Freight | 510.01 | |
| RW Pladsen, Inc. | Repairs | 98.31 | |
| Reel-Core | 1st Qtr 2021-Franchise Rebate | 6,732.18 | |
| Ed Schoenthal | Reimburse Supplies | 86.43 | |
| Streicher's - Minneapolis | Uniform | 356.98 | |
| Sun Life Financial | Insurance - April | 243.00 | |
| TestAmerica | Testing | 973.00 | |
| Turf N Timber | Chainsaw | 470.00 | |
| Upper Iowa Construction | Shelving | 1,479.00 | |
| Paul Wagner | Reimburse - Supplies | 50.62 | |
| Paul Wagner | Reimburse - Compliance | 14.74 | |
| Paul Wagner | Reimburse - Simplisafe | 14.99 | |
| Waukon Area Fire Department | 28E Quarterly Agreement | 21,250.00 | |
| Waukon Economic Development | Contribution-FY 2021 -Qtr. #4 | 10,380.91 | |
| Waukon Tire Center | Repairs - Ambulance | 97.95 | |
| Waukon State Bank | Gund-Prin/Int | 4,550.00 | |
| West Side Waukon Lumber | Repairs | 293.76 | |
| Natasha Wilkes | Reimburse - Postage | 7.00 | |
| Wright Way Computers | IT / Camera Services | 2,698.59 | |
| Zeigler | Repairs | 42.33 | |
| PAID CLAIMS | | | |
| Regular Payroll | March 7- 20, 2021 | 42,930.96 | |
| EFTPS | Federal Withholding | 4,043.89 | |
| EFTPS | SS/ Medicare Withholding | 8,736.16 | |
| Kevin Bills | Renter Deposit Refund | 150.00 | |
| Tanner Mathis | Renter Deposit Refund | 150.00 | |
| Treasurer - State of Iowa | Sales Tax | 4,884.00 | |
| Treasurer - State of Iowa | WET Tax | 2,307.00 | |
| Wapasha Construction | WWTP Pay App #22 | 269,536.28 | |
| Town Country Sanitation | Services | 17,948.00 | |
| Waukon Postmaster | Postage | 162.00 | |
| WSB-CC- Des Moines Register | Subscription | 13.90 | |
| WSB-CC- Walmart | Mini-Blinds / Face Masks | 128.66 | |
| WSB-CC-Amazon | Supplies | 48.12 | |
| Wellmark Blue Cross Blue Shield | Insurance - April | 23,943.88 | |
| PAID - Wellness Claims | | | |
| Cardmember Services | Equipment/Supplies | 2,050.78 | |
| PAID - Park / Rec Claims | | | |
| Cardmember Services | Software / Camera | 310.46 | |
| Wellness Claims: | | | |
| Alliant Energy | Electricity | 3,149.84 | |
| Black Hills Energy | Gas | 2,538.07 | |
| Crexendo | Telephone | 182.34 | |
| Cunningham Hardware | Supplies | 28.25 | |
| Fareway | Concessions | 459.28 | |
| Fastenal | Supplies | 370.37 | |
| Deb Rixen | Reimburse - Zoom | 48.12 | |
| Waukon Park & Rec | Transfer Program Fees | 2,575.00 | |
| Park/Rec - Pool Claims: | | | |
| AgVantage FS | Fuel | 482.26 | |
| Black Hills Energy | Pool -Gas | 31.53 | |
| Century Link | Telephone | 38.18 | |
| JaDecc's | Supplies | 38.28 | |
| Jeremy Strub | Phone Reimbursement | 270.00 | |
| Upper Iowa Insurance | Insurance | 21.00 | |
| US Cellular | Telephone | 126.97 | |
| | | | |
| General: | 107,340.38 | Sewer Plant: | 269,536.28 |
| Library: | 4,702.03 | Wellness: | 12,832.05 |
| RUT: | 14,603.83 | Water: | 21,392.57 |
| Employee Ben.: | 16,303.29 | Sewer: | 21,624.73 |
| T & A Ins.: | 1,664.40 | Debt. Gund.: | <u>9,100.00</u> |
| | | TOTAL: | 479,099.56 |

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

Absent: Rausch

No: 0

Under Public Comments: There were no public comments

Mayor Pat Stone read the proclamation setting April, 2021 as Sexual Assault Awareness Month.

Moved by: Lydon

Seconded by: Decker

To approve the proclamation.

Yes: 4

Absent: 1

No: 0

The Mayor declared the motion carried.

Council Member Ben Rausch arrived during the Department Reports.

Under Department Reports:

Park, Rec & Wellness Director, Jeremy Strub briefed that a majority of exercise classes started last week. The Park & Rec Board will not pursue building a shelter in the park this summer due to cost and they will be working on getting the pool ready. Water & Sewer Superintendent Jim Cooper briefed they are getting ready for mowing season and doing work on the Lagoon. They had start up for some of the equipment at the new plant. Council Member John Lydon asked if he could walk around the new plant sometime and Jim said yes. Street Superintendent, Keith Burrett briefed that they will be doing some pour outs on streets and possibly start grinding some tree stumps next week depending on weather. Police Chief Paul Wagner briefed that he sent out the quarter activity report and pointed out that some numbers might not match if there are multiple offenses that occur.

Assistant City Attorney Kevin Stinn did not have anything new to report.

City Manager Gary Boden discussed there would be a Zoning Board of Adjustment meeting the end of this month for a variance. Discussed a proposal for WEDC for review regarding sidewalks and cul de sacs, which will be brought to the council for consideration. Briefed about having a discussion regarding an ordinance that references junk storage in yards.

Mayor Pat Stone did not have anything new to report.

Council Member Ben Rausch mentioned he has had a couple of residents asking about the Citywide Clean-Up and advertisement of it. The City Clerk mentioned that would be advertised in the paper and Facebook.

The Mayor discussed pay application #7 for the Waukon Police Station Project and stated he would like to see more finishing work completed on the exterior of the building before providing payment.

Moved by Rausch

Seconded by: Hatlan

To approve pay application #7 for the Waukon Police Station Project of \$19,946.04 to Dave's Complete Construction pending final review of onsite inspection.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor announced this was the time and place for the public hearing on the Proposal to enter into a Sewer Revenue Loan and Disbursement Agreement. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Moved by: Lydon

Seconded by: Rausch

To authorize and approve the Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$1,000,000 Sewer Revenue Bonds, Series 2021.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3702 to the resolution.

Moved by: Ellingson

Seconded by: Rausch

To approve the contract and performance and payment bonds for the 2021 Street Improvements Project.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3703 to the resolution.

Upper Iowa Insurance Services Corp – Jane Regan, discussed the City's Insurance renewal summary for April 1, 2021 thru April 1, 2022.

Moved by: Lydon

Seconded by: Decker

To approve the insurance renewal with the total premium of \$190,566.85.

Yes: 5

No: 0

The Mayor declared the motion carried.

The hospital update was skipped as there was not a representative from Veteran's Memorial Hospital in attendance for discussion.

Moved by: Ellingson

Seconded by: Lydon

To approve the Police Department Manual.

Yes: 5

No: 0

The Mayor declared the motion carried.

There was discussion on the Employee Personnel Manual – Contract Portion with City employees Mark Benda and Pat Egan participating in the discussion.

Moved by: Rausch

Seconded by: Hatlan

To table this item until the next meeting.

Yes: 5

No: 0

The Mayor declared the motion carried.

Moved by: Hatlan

Seconded by: Lydon

To enter into closed session per Iowa Code Chapter 21.5 (1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

Yes: Decker, Ellingson, Hatlan, Lydon, Rausch

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Rausch

To exit closed session.

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

No: 0

Moved by: Hatlan
To enter into open session.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Rausch

No: 0

Moved by: Hatlan
To put the C Mart property and adjoining lot up for bid for contractors to construct a new home or double condo with construction needing to be completed within 2 years after closing date of the properties. The city reserves the right to reject bids. Bids will need to be submitted to City Hall by June 1st so that the council can review/make a decision at the June 7th council meeting.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Rausch

No: 0

Moved by: Lydon
To adjourn.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Rausch

No: 0

Sarah Snitker
City Clerk