

The Waukon City Council met in regular session on August 2, 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. Council members present: John Lydon, Arvid Hatlan, John Ellingson. Council members absent: Gayle Decker and Ben Rausch. 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; The Standard- Joe Moses; Fehr Graham – Lyle Tekippe; and citizens.

The Mayor called the meeting to order. It was noted that Pat Stone put in a purchase offer for the generator from the water treatment plant. The Mayor would have a conflict of interest for that item. There was a sealed bid process for the public and no bids were provided.

Moved by: Lydon

Seconded by: Ellingson

To approve the consent agenda.

Agenda

Minutes of July 19, 2021 regular session

Approval of purchasing crosswalk equipment for \$8,278.12 (3<sup>rd</sup> Ave. NW & 9<sup>th</sup> St. NW intersection).

Approval of Community Facilities Grant Agreement – Police Department USDA Grant

Approval of offer to purchase from Pat Stone for the Water Treatment Plant generator for \$300.

Approval of Water & Sewer Department hiring of Doug Crary, to start August 9, 2021 with a starting rate of \$16.65

Approval of Street Department hiring (transfer) of Kelby Moose to start August 9, 2021 with a rate at his current year rate.

Approval of Class E Liquor License (LE) with Class B Wine Permit and Class C Beer Permit (Carryout Beer) for Fareway Stores, Inc. dba Fareway Stores, Inc. #062, 777 11<sup>th</sup> Ave. SW.

Approval of Cory Huinker for Board of Adjustment; filling a vacant seat

Resolution – Approval of Grant Administration and Technical Services for CDBG Exterior Sustainable Program with Simmering-Cory. The Clerk assigned number 3749 to the resolution.

Resolution – Agreeing to the transfer of \$25,000 from the Employee Benefits Fund to the T&A Insurance Partial Self Fund for insurance costs. The Clerk assigned number 3750 to the resolution.

Resolution –Agreeing to the transfer of \$25,000 from the General Fund to the Library Fund for operations. The Clerk assigned number 3751 to the resolution.

Resolution – Agreeing to the transfer of \$48,443.04 from the Sewer Revenue Fund to the Sewer Revenue Bond Sinking Fund for the principal/interest payment on the Sewer Revenue Bond, Series 2019 (\$43,598.13) and Series 2021 (\$4,844.91). The Clerk assigned 3752 to the resolution.

Resolution – Agreeing to the transfer of \$13,829.82 from the Wellness Center Operating Fund to the General Fund for the Wellness Center employee share – reimbursement for July, 2021 payroll salaries. The Clerk assigned 3753 to the resolution.

Payment of Claims

Payment of Claims for:

August 2, 2021

Allamakee County Recorder	Fees	17.00
Allamakee County Sheriff	Radio Communications-July	750.00
Alliant Energy	Electricity - July	21,378.34
Askew Scientific Consulting	Air Quality Engineering	2,447.41
Bodensteiner Implement	Repairs	212.26
Bruening Rock Products	Supplies	381.33
Carquest Waukon	Repairs	38.26
Core & Main	Repairs	6,125.00
Croell Redi-Mix	Repairs	275.00
Cunningham Hardware	Supplies	387.94
Freedom Bank	Gund-Prin/Int	4,550.00
Galls. LLC	Supplies	2,291.30
Hach Company	Supplies	558.34
Matt Hawkins Southside Rentals	Rent -August	1,000.00
Dustin Harrington	Reimburse - Supplies	56.55
Iowa One Call	Locates - June	57.60
Keystone Laboratories	Water Testing	12.50
Kiesler Police Supply	Supplies	4,614.53
Leiran Auto Repair	Batteries - Ambulance	767.80
Mediacom Business	Telephone/Internet	147.18
Northeast Iowa Telephone	Internet	59.95
Palmer Repair	Trailer	8,000.00
Quillin's Food Ranch	Supplies / UPS	364.95
Sun Life Financial	Insurance - August	252.00
TASC	Admin Fee - Cobra Rescue Act	225.00
TestAmerica	Sewer Testing	1,109.00
Upper Explorerland	NEIA Clerk Association Fee	25.00
USA BlueBook	Supplies	398.64
Verizon	Communications	302.38
Paul Wagner	Reimburse - Simplisafe	14.99
Waukon State Bank	Gund-Prin/Int	4,550.00
Waukon Tire Center	Repairs - Ambulance	210.95
Waukon Veterinary Service	Supplies	30.00
<b>PAID CLAIMS</b>		
Regular Payroll	July 11- 24, 2021	54,990.68
EFTPS	Federal Withholding	4,010.27

EFTPS	SS/ Medicare Withholding	10,795.62	
Andria/Amos Flack	Renter Deposit Refund	150.00	
Dustin Henkel	Renter Deposit Refund	150.00	
Deanna/Johnathan Martin	Renter Deposit Refund	150.00	
Skyline Construction	2021 Street Improv Pay #1	93,071.06	
Wapasha Construction	WWTP Pay App #26	226,785.87	
Town Country Sanitation	Services	18,118.75	
Waukon Postmaster	Postage	164.67	
Wellness Claims:			
Casper Plumbing & Heating	Repairs	1,623.12	
Crexendo	Telephone	182.34	
Fastenal	Supplies	284.08	
Weber Paper	Supplies	30.20	
Park/Rec - Pool Claims:			
Bodensteiner Implement	Repairs	239.95	
Ken Kerr Electric	Repairs	100.96	
Myers-Cox Company	Concessions - Pool	311.57	
General:	79,031.85	Sewer Plant:	226,785.87
Library:	4,502.87	Wellness:	2,119.74
RUT:	17,964.92	Water:	19,560.63
Employee Ben.:	4,577.76	Sewer:	16,055.64
2021 Street Improvement:	93,071.06	Debt Gund:	<u>9,100.00</u>
		FUND TOTALS:	\$ 472,770.34

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

Absent: Rausch, Decker

No: 0

Under Public Comments: None

Under Department Reports: Park, Rec & Wellness Director, Jeremy Strub briefed that the last day the pool will be open is Sunday, August 15<sup>th</sup>. He also discussed the tree program and went over the flyer they would hand out. Priority will be given to those who are having their trees removed due to the street project and those who had trees removed by the city due to being under power lines. Water & Sewer Superintendent Jim Cooper briefed that Aveka has installed the four 25,000-gallon tanks and they are working on the bagging system for those. Aveka is hoping by the first week or mid-September to test to see how everything is going. Street Superintendent Keith Burrett briefed that they are still filling cracks and patches on the streets. Police Chef Paul Wagner briefed that the funds for the crosswalk project were received today.

City Clerk Sarah Snitker briefed that the Office of the Chief Information Officer is providing a CARES Act funded program for the City to purchase laptops and accessories at no cost to the city or the constituents. She discussed a potential timeline for the Wellmark grant for the sidewalk project around the golf course. Lastly, she updated on the CDBG Housing program and mentioned homeowners would be getting a letter this week regarding the new administration.

City Manager Gary Boden briefed that the ambulance is expected to be delivered in December. He discussed that the McCabe Farm will be taking sealed bids for three portions of the property and mentioned to the seller that the city would be interested in development if the opportunity arises.

City Mayor Pat Stone briefed that he had a few concerned citizens regarding the work on 2<sup>nd</sup> Street, which he has worked out with Street Superintendent Burrett.

City Council member Ellingson noted that he revised his last day on the council being September 7<sup>th</sup>.

Moved by: Lydon

Seconded by: Ellingson

Authorizing and approving a Loan and Disbursement Agreement and providing for issuance and securing the payment of \$750,000 Sewer Revenue Bond, Series 2021A

Yes: Ellingson, Hatlan, Lydon

Absent: Rausch, Decker

No: 0

The Mayor declared the resolution approved and the Clerk assigned number 3754 to the resolution.

Street Superintendent Cooper mentioned there has been a request from the fair board to deepen the waterline by the softball complex.

No action taken.

Chief Police Wagner briefed that the police department made a list of abandoned vehicles. It was discussed on how removal would be handled with suggestion for a procedure to be drafted and brought back to the council.

No action taken.

City Manager Boden mentioned the 1<sup>st</sup> Street/1<sup>st</sup> Ave. NW storm sewer project financed with TIF has been previously discussed but formal direction is needed.

Moved by: Lydon

Seconded by: Ellingson

To authorize staff to pursue a design and bring forward a bid.

Yes: 3

Absent: 2

No: 0

The Mayor declared the motion carried.

City Manager Boden discussed five scenarios of a 2.5 million debt structure for the Street Improvements and partial funding of a street and park & rec garage.

Moved by: Lydon

Seconded by: Hatlan

To approve the recommendation to move forward with the option to utilize 15% of LOST funds on an annual basis starting 2027 through 2037 to minimize municipal tax rate increase. A public hearing will be scheduled for September 7<sup>th</sup>.

Yes: 3

Absent: 2

No: 0

The Mayor declared the motion carried.

City Manager Boden provided updates on where the project is for the Tierney Building. The city is currently awaiting a scope of work from IEDA before being able to move forward. Two estimates for asbestos removal were also reviewed.

Moved by: Hatlan

Seconded by: Lydon

To approve the estimate from Advanced Environmental in the amount of \$8,338 for the asbestos removal.

Yes: 3

Absent: 2

No: 0

The Mayor declared the motion carried.

Moved by: Lydon

Seconded by: Hatlan

To adjourn.

Yes: 3

Absent: 2

No: 0

The Mayor declared the motion carried.

Sarah Snitker  
City Clerk