

The Waukon City Council met in regular session on July 20, 2020 at 7:00 o'clock P.M. in the council room of City Hall, 101 Allamakee Street. Mayor Pro Tem Gayle Decker presided. Council members present: John Lydon, Gayle Decker, John Ellingson, Ben Rausch, and Arvid Hatlan. Council members absent: None. Others present: City Manager Gary Boden; Police Chief Paul Wagner; Park, Recreation and Wellness Director Jeremy Strub; Street Department Pat Egan; Water & Sewer Superintendent Jim Cooper; City Attorney Jim Garrett; WEDC- Ardie Kuhse; The Standard- Joe Moses; Cheri Turner; Aveka Nutra Processing- Matt Pladsen; Good Samaritan Society- Waukon, Executive Director Cathy Taylor; and citizens.

The Mayor Pro Tem called the meeting to order.

Moved by: Lydon Seconded by: Rausch

To approve the consent agenda.

Agenda

Minutes of July 6, 2020 regular session.

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 11th Avenue SW. Approval of Class C Liquor License (LC) (Commercial) with Living Quarters, Outdoor Service and Sunday Sales for Waukon City Club, LLC dba Waukon City Club, 39 West Main Street. Approval of Class C Liquor License (LC) (Commercial) with Sunday Sales for Fiesta Vallarta, Inc. dba Fiesta Vallarta, 9 E Main Street. Approval of Class E Liquor License (LE) with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales for Quillins Iowa, Inc. dba Quillins Food Ranch, 9 9th Street SW.

Approval of Pay Application #3 in the amount of \$6,623.40- Plaza Improvements Project- Skyline Construction, Inc.

Approval of Final Pay Application #4 in the amount of \$4,920.75- Plaza Improvements Project- Skyline Construction, Inc.

Resolution- Accepting work covering Plaza Improvements Project. The Clerk assigned number 3603 to the resolution.

The following resolution is to advance \$1,218.00 to the Sub Fund for payment of additional administrative costs.

Resolution- Authorizing internal advance to Tax Increment Subfund. The Clerk assigned number 3604 to the resolution.

To set the public hearing date of August 3, 2020 at 7:00 PM for proposed vacation of public street in the City of Waukon, Iowa- Lot A of vacated Fremont Street, now known as Fourth Avenue SW in Scott Shattuck's Third Addition to the City of Waukon.

To set the public hearing date of August 3, 2020 at 7:00 PM for proposed disposition of real property interest by the City of Waukon, Iowa- Lot A of vacated Fremont Street, now known as Fourth Avenue SW in Scott Shattuck's Third Addition to the City of Waukon.

Approval of Pay Application #14 in the amount of \$615,232.49 - Wastewater Treatment Plant Improvements Project- Wapasha Construction Co., Inc.

Approval of Pay Application #3 in the amount of \$28,973.77- Tennis Courts- Skyline Construction, Inc.

Approval of Change Order #2 in the amount of \$-1,670.04- Tennis Courts- Skyline Construction, Inc.

Payment of Claims

|                            |                          |          |
|----------------------------|--------------------------|----------|
| AFLAC                      | Insurance                | 929.28   |
| Allamakee Clayton Electric | Electricity              | 86.28    |
| Allamakee Clayton Electric | Principal - Fire Station | 2,666.67 |
| Allamakee Clayton Electric | Principal - Fire Station | 3,000.00 |
| Allamakee Econ Develop     | 1st Quarter Contribution | 3,098.50 |
| Allamakee County Recorder  | Filing Fees              | 131.00   |
| Allamakee County Sheriff   | Answering Services       | 750.00   |
| American Legion Post #62   | Flag                     | 55.00    |
| Benjegerdes Machine, Inc.  | Repairs                  | 1,407.58 |
| Black Hills Energy         | Services                 | 443.09   |
| Bodensteiner Implement     | Supplies/Repairs         | 699.12   |
| Brown Supply Company       | Supplies                 | 500.40   |
| Bruening Rock Products     | Supplies                 | 90.86    |
| Builders First Source      | Sign Posts               | 100.87   |
| Campbell, Robert           | Consultation             | 250.00   |

|                             |                            |            |
|-----------------------------|----------------------------|------------|
| Century Link                | Telephone                  | 456.04     |
| Century Link Business       | Telephone                  | 106.14     |
| City Laundry                | Uniforms                   | 931.87     |
| Clark Tire Pros             | Repairs                    | 215.35     |
| Cunningham Hardware         | Supplies                   | 4.79       |
| Driveway Specialist         | Airport Resurfacing        | 51,666.00  |
| Fahrner Asphalt Sealers     | Street Project - Striping  | 3,182.28   |
| Fehr Graham Engineering     | Engineering - WWTP         | 10,978.50  |
| Fehr Graham Engineering     | Engineering - Plaza        | 801.50     |
| Galls, LLC                  | Supplies                   | 63.49      |
| James Garrett Law Office    | Services – June            | 3,232.33   |
| Group Services              | Administration Fees        | 340.50     |
| Group Services              | Safe-T Fund - June / July  | 6,987.82   |
| IA Municipal Utilities      | NISA Dues                  | 1,218.75   |
| IA DNR                      | Annual PWS Fee             | 445.05     |
| IA Dept. of Transportation  | Supplies                   | 4,821.20   |
| IA Rural Water Assoc.       | Conference                 | 640.00     |
| Jim's Full Service          | Fuel                       | 352.60     |
| Ken Kerr Electric           | Locate                     | 150.00     |
| Keystone Laboratories       | Testing                    | 62.50      |
| Kiesler Police Supply       | Supplies                   | 808.46     |
| Kwik Trip, Inc.             | Fuel                       | 492.14     |
| LNM Truck Repair            | Repairs                    | 2,469.92   |
| Lydon Electric Motors       | Repairs                    | 145.50     |
| Martin Gardner Architecture | Designs                    | 5,425.04   |
| Mulgrew Oil                 | Fuel                       | 422.49     |
| Ness Pumping Service, Inc.  | Services                   | 100.00     |
| NE IA Task Force            | Annual Dues                | 550.00     |
| Palmer Repair               | Repairs                    | 50.00      |
| Panther Uniforms, Inc.      | Uniforms                   | 136.18     |
| Prairie Road Builders       | Repairs                    | 135,946.96 |
| Reel-Core, Inc.             | Franchise Rebate           | 6,465.99   |
| Ricoh USA Inc.              | Copier                     | 18.34      |
| River City Paving           | Supplies                   | 86.20      |
| Rockweiler's Appliance      | Supplies                   | 499.90     |
| Stanard & Associates        | Supplies                   | 99.00      |
| Storey Kenworthy            | Supplies                   | 56.34      |
| Sun Life Financial          | Insurance                  | 225.00     |
| US Cellular                 | Telephone                  | 496.88     |
| USA BlueBook                | Supplies                   | 56.95      |
| Village Farm & Home         | Supplies                   | 743.09     |
| Wright Way Computers        | IT Services                | 65.00      |
| Waukon Econ. Development    | Quarterly Agreement        | 10,380.91  |
| Zoro                        | Supplies – Clerk           | 211.55     |
| IPERS                       | June Withholding - Police  | 3,218.55   |
| IPERS                       | June Withholding - Regular | 11,254.18  |
| Vantagepoint Transfer       | ICMA Retirement - June     | 589.54     |
| Regular Payroll             | June 28 - July 11, 2020    | 53,672.30  |
| EFTPS                       | Federal W/H                | 7,194.99   |
| EFTPS                       | SS / Medicare W/H          | 11,535.28  |
| Treasurer-State of IA       | Sales Tax                  | 2,533.00   |
| Treasurer-State of IA       | WET Tax                    | 1,613.00   |
| First Net / A T & T         | Communications             | 830.50     |
| Waukon Postmaster           | Stamps                     | 550.00     |
| WSB-Debit -StoneyCreek      | Conference                 | 394.76     |
| Wellness Claims:            |                            |            |
| Alliant Energy              | Electricity                | 4,338.76   |
| Fastenal                    | Supplies                   | 219.13     |
| Menard's                    | Supplies                   | 159.96     |
| Waukon Park & Rec           | Program Fees from Wellness | 1,879.16   |
| Park/Rec - Pool Claims:     |                            |            |
| Ag Vantage FS               | Fuel                       | 928.88     |
| Allamakee School District   | Transportation             | 483.20     |
| Alliant Energy              | Electricity                | 998.58     |
| Bodensteiner Implement      | Repairs                    | 266.60     |
| Century Link                | Telephone                  | 37.51      |
| Fareway                     | Supplies                   | 21.20      |
| Fastenal                    | Supplies                   | 64.09      |
| Gary's Tractor /Implement   | Repairs                    | 366.71     |
| Hausladen's Auto Supply     | Supplies                   | 166.96     |
| Iowa Park & Rec Assoc.      | Membership                 | 340.00     |
| JaDecc's                    | Supplies                   | 152.20     |
| Kurth Plumbing & Heating    | Services                   | 164.84     |
| New Albin Summer Rec.       | Tournament                 | 75.00      |
| Palmer Repair Inc.          | Repairs                    | 112.50     |



|                        |                    |        |
|------------------------|--------------------|--------|
| Pepsi-Cola of LaCrosse | Concessions        | 365.76 |
| Quillin's Food Ranch   | Fuel               | 148.77 |
| RC Tire                | Repairs            | 13.00  |
| US Cellular            | Telephone          | 125.55 |
| Village Farm & Home    | Supplies / Repairs | 265.84 |

|                |            |                 |                 |
|----------------|------------|-----------------|-----------------|
| General:       | 136,325.06 | Sewer Plant.:   | 10,978.50       |
| Library:       | 4,556.42   | 2020 Municipal: | 5,425.04        |
| RUT:           | 156,561.38 | Adm. Cost:      | 1,218.00        |
| Employee Ben.: | 10,317.04  | Wellness:       | 7,151.01        |
| T & A Ins.:    | 6,755.26   | Water:          | 13,043.54       |
| Street:        | 3,262.28   | Sewer:          | 9,835.80        |
| Hotel / Motel: | 801.50     | Debt Service:   | <u>5,666.67</u> |
|                |            | TOTAL:          | 371,897.50      |

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

Under Public Comments: Cheri Turner was looking to see if the Council was aware of a bug infestation in town and would like the City to look at possible treatments on City property (park, etc.).

Under Department Reports:

Water & Sewer Superintendent, Jim Cooper, briefed on the process of pulling wells every five to seven years. He got a price and will proceed with one per year and then get on a schedule. He also briefed on how a spill at Aveka was handled this morning.

Park, Recreation and Wellness Director, Jeremy Strub, briefed on the programs ending for the summer and going into the Fall programs. He briefed on the final steps remaining for completion of the Tennis Courts. He mentioned the Freedom Rock was placed in the park and options for the HVAC system at the Wellness Center.

Street Department employee, Pat Egan, briefed that patchwork, crack filling and daily operations continue.

Police Chief, Paul Wagner, briefed that the police department is finishing up on the application process for a new police officer. The new vehicle will be here in August and a camera system obtained through STEP will be placed in the vehicle.

City Clerk, Lana Snitker, shared Cate St. Clair, Library Director's update stating the Summer Reading Program is off to a great start with close to fifty kids and teens signed up. The Library continues to offer curbside pickup. They are not planning any in-house programming until at least the end of the year but hope to offer study rooms in conjunction with school openings. The Library applied for and received a grant from the American Library Association that will provide the library with books and materials commemorating the 100<sup>th</sup> anniversary of women's rights to vote.

City Manager, Gary Boden, briefed on the progress with the Wastewater Treatment Plant Improvements Project and the need to file an extension for the completion date. A report will be made in August regarding collections and borrowing. He mentioned plans regarding the work session to be held on Monday, July 27<sup>th</sup> to include a transit bus tour of the community, prior to meeting for discussion at the Wellness Center.

Gayle Decker, Council member, mentioned the importance of staying up to date on COVID-19, mainly considering using Zoom for meetings, wearing masks and social distancing.

The Mayor Pro Tem announced that this was the time and place for the public hearing on determining to proceed for Veterans Memorial Hospital with the issuance of a note and approving a Loan Agreement and providing for issuance of the note and other related documents. The City Clerk announced that no oral or written comments were received. The Mayor Pro Tem declared the hearing closed.

The Mayor Pro Tem announced that this was the time and place for the public hearing on designation of the expanded Southeast Urban Renewal Area and on Urban Renewal Plan Amendment- McMillan property. The City Clerk announced that no oral or written comments were received. The Mayor Pro Tem declared the hearing closed.

Moved by: Ellingson Seconded by: Rausch  
 To approve the first reading of the ordinance providing for the division of taxes levied on taxable property in the 2020 addition to the Southeast Urban Renewal Area, pursuant to Iowa Code Section 403.19 (Amendment No. 23).  
 Yes: Rausch, Decker, Lydon, Ellingson, Hatlan No: 0  
 The Mayor Pro Tem declared the motion carried.

Moved by: Ellingson Seconded by: Lydon  
 To waive additional readings of the ordinance providing for the division of taxes levied on taxable property in the 2020 addition to the Southeast Urban Renewal Area, pursuant to Iowa Code Section 403.19 (Amendment No. 23).  
 Yes: Decker, Lydon, Ellingson, Hatlan, Rausch No: 0  
 The Mayor Pro Tem declared the motion carried.





Good Samaritan Society- Waukon, Executive Director Cathy Taylor, was present to request consideration for parking on the West side of First Street SE.

Moved by: Ellingson

Seconded by: Lydon

To give direction to have City administrative staff follow up and negotiate a deal with Good Samaritan Society and refer to the Planning and Zoning Commission.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Moved by: Rausch

Seconded by: Hatlan

To enter into closed session under Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual has requested a closed session.

Yes: Lydon, Ellingson, Hatlan, Rausch, Decker

No: 0

The Mayor Pro Tem declared the motion carried.

Moved by: Hatlan

Seconded by: Rausch

To enter into open session.

Yes: Ellingson, Hatlan, Rausch, Decker, Lydon

No: 0

The Mayor Pro Tem declared the motion carried.

No action following closed session.

Moved by: Rausch

Seconded by: Hatlan

To adjourn.

Yes: 5

No: 0

The Mayor Pro Tem declared the motion carried.

Lana D. Snitker  
City Clerk