

The Waukon City Council met in special session via an electronic meeting on June 16, 2020 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 (via Zoom). 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 Lydon (in person), Gayle Decker (via Zoom), Ben Rausch (via Zoom-arriving late), John Ellingson (via Zoom), and Arvid Hatlan (via Zoom). Council members absent: None. Others present: The following individuals in person: Police Chief Paul Wagner; Assistant Police Chief Lucas Inglett; Water & Sewer Superintendent Jim Cooper; Street Superintendent Keith Burrett; Harvey Estebo- Veteran/Freedom Rock supporter; Shiloh Green and Kolby Martin; The following individuals via Zoom: City Manager Gary Boden; Park, Recreation and Wellness Director Jeremy Strub; City Attorney Jim Garrett; WEDC- Ardie Kuhse; Fehr Graham- Lyle TeKippe; Upper Explorerland Regional Planning Commission- Katie Nolte; The Standard- Joe Moses; and citizens.

The Mayor called the meeting to order.

Moved by: Lydon Seconded by: Decker
To approve the consent agenda.

Agenda

Minutes of June 1, 2020 regular session.

Approval of City Clerk/Treasurer Reports- May 2020.

Approval for cigarette permits for the following entities: Casey's Marketing Company d/b/a Casey's General Store #1997 – 516 Rossville Rd; Dolgencorp, LLC d/b/a Dollar General Store #7229 – 805 11th Ave SW; Blocker Brothers, Inc. d/b/a Double "D" Liquor Store – 618 Rossville Rd; Fareway Stores, Inc. #062 – 777 11th Ave SW; Quillin's Iowa, Inc. d/b/a Huba Huba – 9 9th St SW; Hy-vee, Inc. d/b/a Hy-Vee Dollar Fresh – 819 11th Ave SW; Kwik Trip, Inc. d/b/a Kwik Star #823 – 101 Rossville Rd; Quillin's Iowa, Inc. d/b/a Quillin's Food Ranch – 9 9th St SW

Approval of Class C Liquor License (LC) (Commercial) with Class B Native Wine Permit, Outdoor Service and Sunday Sales for Waukon Banquet Center, LLC, 612 Rossville Rd.

Approval of Transfer of Premise, Temporary transfer beginning 7/08/2020 and ending 7/12/2020; Pavilion to Grandstand, Allamakee County Agricultural Society, 705 Allamakee St.

Resolution- Establishing the Northwest Side Duplex Project fund. The Clerk assigned number 3587 to the resolution.

Resolution- Establishing the McMillan Duplex Project fund. The Clerk assigned number 3588 to the resolution.

Resolution- Agreeing to transfer \$598.85 (Hotel/Motel money received in June, 2020 and deposited into the General Fund) from the General Fund to Hotel/Motel (Park Improvements) Fund in the amount of \$449.14 (75%) and to the Hotel/Motel (Tourism/Economic Development) Fund in the amount of \$149.71 (25%). The Clerk assigned number 3589 to the resolution.

Resolution- Agreeing to transfer \$10,000.00 from the General Fund to the Northwest Side Duplex Project Fund for project costs. The Clerk assigned number 3590 to the resolution.

Resolution- Agreeing to transfer \$10,000.00 from the General Fund to the McMillan Duplex Project Fund for project costs. The Clerk assigned number 3591 to the resolution.

Approval of hiring Avery Rocksvold, summer help for the Water/Sewer Department, with a starting date of June 1, 2020 and a starting rate of \$8.50 per hour.

Approval of retroactive overtime pay to Lucas Inglett, Police Department, in the amount of \$782.12.

Approval of Pay Application #13 in the amount of \$1,453,778.92- Wastewater Treatment Plant Improvements Project- Wapasha Construction Co., Inc.

Payment of Claims

AFLAC	Insurance -- June	619.52
Allamakee Clayton Electric	Electricity - May	84.00
Allamakee Clayton Electric	Principal - Fire Station	2,666.67
Allamakee Clayton Electric	Principal - Fire Station	3,000.00
Allamakee County Assessor	Maps	15.00
Allamakee County Sheriff	Answering Services-June	750.00
Andy's Auto Glass	Repairs- Plexiglass	693.12
Baycom	Programming	955.00
Benjegerdes Machine, Inc.	Repairs - Street	20.20
Black Hills Energy	Services - June	901.48
Brown Supply Company	Supplies	1,341.00

Bruening Rock Products	Supplies - Street	567.86
Builders First Source	Sign Posts - Street	133.50
Century Link	Telephone -May	459.21
Century Link Business	Telephone - May	68.06
City Laundering Company	Uniforms / Supplies	807.68
Culligan of Waukon	Supplies	45.20
Fehr Graham Engineering	Engineering - WWTP OP	540.00
Fehr Graham Engineering	Engineering - WWTP	9,045.75
Fehr Graham Engineering	Engineering - Plaza	4,815.00
First Supply	Hydrant / Parts	4,475.39
G & S Machine	Repairs	770.00
James Garrett Law Office	Services - May	2,784.33
Group Services	Administration Fees	351.85
Group Services	Safe-T-Fund	70.17
Gordon Flesch Company	Services	1,650.00
Hampton Equipment	Total Patcher - Street	63,377.27
Hausladen's Auto Supply	Tools - Water	479.00
IA Dept. of Transportation	Asphalt	1,200.00
Iowa League of Cities	Class	25.00
Iowa League of Cities	Conference	215.00
JaDecc'S	Supplies	2.50
Jim's Full Service	Fuel - Ambulance - May	220.20
Jim's Full Service	Fuel - May	1,801.25
Ken Kerr Electric	Locate - Street	267.50
Ken Kerr Electric	Plaza - Services	3,049.04
Keystone Laboratories	Testing - Water	62.50
Kwik Trip, Inc.	Fuel -- Street / Police	513.44
Martin Gardner Architecture	Designs - Police Station #6	3,870.00
Martin Gardner Architecture	Designs - Police Station #7	4,403.58
Ness Pumping Service, Inc.	Services -- Sewer	560.00
News Publishing Co., Inc.	Services - May	636.46
Northeast Iowa Telephone	Internet	78.70
Palmer Repair	Repairs -- Street	91.77
Quillin's Food Ranch	Shipping / Supplies	251.15
Reiser Implement, Inc.	Repairs - Water	96.38
Reiser Implement, Inc.	Toolcat - Water	8,500.00
Ricoh USA Inc.	Copier	17.92
Shred-It / Stericycle	Services	45.00
Snitker Lawn & Tree	Tree Removal	600.00
Star Equipment, Ltc.	Supplies - Street	484.30
Storey Kenworthy	Supplies	770.15
US Cellular	Telephone -May	634.39
Village Farm & Home	Supplies -- Ambulance	16.35
Village Farm & Home	Supplies - Street / Water	1,048.28
Waukon Tire Center	Services - Ambulance	107.90
Wright Way Computers	IT Services	65.64
Regular Payroll	May 17 - May 30, 2020	36,406.70
EFTPS	Federal Withholding	3,409.43
EFTPS	SS / Medicare Withholding	7,772.64
IPERS	May Withholding - Police	2,926.92
IPERS	May Withholding - Regular	10,487.94
Treasurer -- State of Iowa	May State Withholding	3,870.00
Vantagepoint Transfer	ICMA Retirement May	589.54
Kirkwood Comm. College	Training - Water	485.00
Freedom Bank	Princ/Int Gundersen	4,550.00
Waukon State Bank	Princ/Int Gundersen	4,550.00
Amanda Verthein	Liquor License Refund	463.13
Wellness Claims:		
Alliant Energy	Electricity	4,046.41
Crexendo	Telephone	23.63
Fastenal	Supplies	339.10
Indi-com	Services	100.00
News Publishing	Advertising	80.80
Winona Controls, Inc.	Repairs	400.60
Park/Rec - Pool Claims:		
Ag Vantage FS	Fuel	500.69
Airgas	Repairs	34.23
Alliant Energy	Electricity	1,097.22
Bodensteiner Implement	Mower / Sweeper	10,450.00
Bodensteiner Implement	Repairs	127.75
Century Link	Telephone	36.99
Clark Tire Pros	Repairs	293.56
Fastenal	Water Tank	552.00
Gary's Tractor /Implement	Repairs	137.40

Kurth Plumbing & Heating	Services	159.13
Ness Pumping Service	Services	150.00
Palmer Repair Inc.	Repairs	37.50
Quillin's Food Ranch	Fuel	46.25
Riley's, Inc.	Supplies	20.05
Schulze Construction	Mat / Labor - Complex	11,873.17
Village Farm & Home	Supplies / Repairs	514.35
General:	53,154.49	2020 Municipal.: 8,273.58
Library:	4,117.32	Capital Equip.: 71,877.27
RUT:	18,501.61	Adm. Cost: 700.00
Employee Ben.:	7,357.82	Wellness 4,990.54
T & A Ins.:	33.67	Water: 18,349.94
Hotel / Motel:	18,314.04	Sewer: 7,630.09
Sewer Plant:	9,045.75	Debt Service: 5,666.67
OP Maint.:	540.00	Debt Gund.: 9,100.00
		TOTAL: \$237,652.79

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

Absent: Rausch

No: 0

Under Public Comments: Harvey Estebo was present (in person) to share information about the Freedom Rock Tour. He expressed that the veterans prefer the rock be placed at the Vets Club in place of where the tank used to be. The other site being considered is in the City park. Jim Garrett, City Attorney, thanked Ardie Kuhse of WEDC and Harvey Estebo for their work with the Freedom Rock. He mentioned that regardless of the location of the rock, the Historical Society pledged \$2,500 towards the project. The Mayor commented it will be beautiful wherever it's placed.

Shiloh Green and Kolby Martin were present (in person) to address keeping their pit bull mix at their residence. Jim Garrett, City Attorney, stated that if the animal satisfies the definition of a "service dog" by ADA standards, the City may need to make an exception to the ordinance in place. He recommended nothing be done to require the dog to be removed until it's determined whether or not it qualifies as a service dog under the ADA. He will obtain more information and check if the dog qualifies as such. Further action is on hold.

Under Department Reports:

Police Chief, Paul Wagner, briefed that interviews will be scheduled for current police officer positions. The department may involve local clergy, the school district and community in the interview process. He has had individuals inquire about finger printing. The equipment is shipping and the department will offer it for a small fee. The door hangers, to notify individuals to follow the ordinance in regards to maintaining their lawns, have arrived.

Water & Sewer Superintendent, Jim Cooper, briefed on the progress at the Wastewater Treatment Plant and that they will be repairing a water main leak on 8th Avenue NW this week.

Street Superintendent, Keith Burrett, briefed that the new Durapatcher arrived. Demonstrations were held last Wednesday. They've done a few small repairs including one near the Fire Station due to the road heaving up and others around a few storm sewers and streets.

Park, Recreation and Wellness Director, Jeremy Strub, briefed that activities at the Wellness Center are picking up including Little League, Adult Softball, and exercise classes. Music in the Park will start June 18th. Music in the park is scheduled into August. The tennis courts opened Monday morning with several participants utilizing it. He confirmed that the swimming pool will still remain closed.

City Clerk, Lana Snitker, briefed on the library, reading a memo from Cate St. Clair, Library Director. The library has been reaccredited by the State as a Tier 3 library. This is the top accreditation level. It indicates that the staff, policies, practices and procedures meet the highest requirements as outlined by the State Library of Iowa. The accreditation runs through February 2023. Opening weeks at the library have gone well without alarms or surprises.

City Manager, Gary Boden, briefed on possible fiber optic development and the importance of building a customer base in an effort to get a project off the ground.

The Mayor commented how fortunate we are to live in this small community in Allamakee County and he supports the local law enforcement, sheriffs and local police. He wants to acknowledge although a very stressful time right now to give them public and official support. He updated on funding of the Plaza and art work. He said streets would be a topic of discussion at the public forum/workshop.

Gayle Decker updated the Council and Mayor on the progress of the Wastewater Treatment Plant Project. In accordance with the agreement, the date of Substantial Completion is July 15, 2020. The contractor is predicting a completion date closer to late Fall.

The Mayor announced that this was the time and place for the public hearing on proposed disposition of the real property interest by the City of Waukon, IA- West Side Subdivision- Lot 2 in Lot 1. The City Clerk announced that no oral or written comments were received. The Mayor declared the hearing closed.

Moved by: Rausch
To agree to the resolution approving and directing the conveyance of interest in real property by the City of Waukon, Iowa- West Side Subdivision- Lot 2 in Lot 1.
Yes: Rausch, Decker, Lydon, Ellingson, Hatlan
The Mayor declared the resolution approved and the Clerk assigned number 3592 to the resolution.

Seconded by: Lydon

No: 0

Moved by: Rausch
To agree to the resolution setting the date for public hearing on designation of the expanded Southeast Urban Renewal Area and on Urban Renewal Plan Amendment- McMillan Property.
Yes: Decker, Lydon, Ellingson, Hatlan, Rausch
The Mayor declared the resolution approved and the Clerk assigned number 3593 to the resolution.

Seconded by: Lydon

No: 0

Moved by: Lydon
To agree to the resolution authorizing internal advance to tax increment subfund for payment of additional administrative costs incurred during May, 2020.
Yes: Lydon, Ellingson, Hatlan, Rausch, Decker
The Mayor declared the resolution approved and the Clerk assigned number 3594 to the resolution.

Seconded by: Decker

No: 0

Katie Nolte, Upper Explorerland Regional Planning Commission, was present (via zoom) to share information on housing programs and the changes to the CDBG grant and how it impacts Waukon and the Trust Fund Home Removal program. More will be addressed at the July 6th Council meeting.
No Action Taken.

Moved by: Ellingson
To approve the application for property tax exemption for Dennis & Sherri Lyons at 505 Rossville Road.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Rausch

No: 0

Moved by: Ellingson
To approve Change Order #2 for the Plaza Project in the amount of \$1,129.73.
Yes: 5
The Mayor declared the motion carried.
The change order includes adjusting the height of the Art Sculpture base to increase visibility and keep people off of it. It also includes relocation and remounting the flagpole to a better position relative to the Art Sculpture.

Seconded by: Lydon

No: 0

Moved by: Lydon
To approve Pay Application #2 in the amount of \$42,276.82 to Skyline Construction, Inc. for the Plaza Improvements project.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Hatlan

No: 0

There was little discussion on the next steps of the Plaza Improvements project. Gary Boden, City Manager, has received specifications for bench and table items, which will be addressed at the next Council meeting.
No Action Taken.

Moved by: Decker
To release waiver of disconnect fees on City utilities and continue disconnect procedures.
Yes: 5
The Mayor declared the motion carried.
This takes effect with the July billing.

Seconded by: Lydon

No: 0

Moved by: Ellingson
To approve purchase of a car camera in an amount not to exceed \$4,820 with \$3,400 coming from the STEP program.
Yes: 5
The Mayor declared the motion carried.

Seconded by: Hatlan

No: 0

A special session will be held July 27th at 6:00 PM at the Northeast Iowa Community College- Waukon Center/Wellness Center.
No Action Taken.

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

Seconded by: Decker

No: 0

Lana D. Snitker
City Clerk