

Minutes  
City Council  
Monday, September 9th, 2024  
5 pm

The meeting opened with the recitation of the pledge of allegiance.

Mayor Atkins called the meeting to order at 5:00 p.m. with council members Amanda Guetter, Roger Baumann and Jeff Olson present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Engineers Matthew Miller and David Palm, and Pat Eichten of the EDA.

**EDA Update** – Mr. Eichten and Mr. Baune provided the EDA Update. It was noted that 731 Main Street had sold, and the owners attended the EDA meeting to update everyone on the process. It appears that they are well-intended and plan to get working on the building ASAP. Mr. Baune was looking into grants or other financing to assist them.

Mr. Eichten also noted that a few businesses were behind on their RLF loans, but Mr. Baune noted that a few had paid since the reports were ran. It was the consensus of the council that Mr. Baune and the EDA should refine their process and make sure it is being followed for past due payments.

**Engineering Report** – Mr. Miller and Mr. Palm provided the Engineering update which included the following items:

1. Sanitary Sewer Improvements Project –
  - a. Pay Estimate #5 – It was noted that this was in the consent agenda if anyone had questions.
  - b. Engineering Invoice for Sanitary Sewer Project Pay Estimate #5 – Motion by Olson, second by Baumann to approve invoice #345029 in the amount of \$53,322 for engineering fees to date on Sanitary Sewer Project as part of Pay Estimate #5.
  - c. Atkins – yes, Guetter – yes; Baumann – yes; Olson – yes
2. Water Treatment Plant Improvements & New Well Project – It was noted that no new developments here as we are waiting to hear about the grant.
3. GIS Mapping – A quote was provided for GIS mapping. Mr. Miller explained the benefits of having this and Mr. Jenniges expressed his desire to have this technology. Mr. Baune agreed to place this in the budget for 2025.

**Clerk/Treasurer/Administrator** – Mr. Baune provided the CTA Report which included the following items:

1. Budget – This was spoken about later in the meeting.
2. Maintenance Worker – Mr. Baune noted that three candidates had applied for the position and that he, Jim and Jeff would be getting together later in the week to review the candidates and set up interviews.

3. Walk Audit – Mr. Baune provided an update on the upcoming walk audit as well as a timeline. He noted that he was working on gathering individuals for the audit. It was recommended that daycare providers be included on the audit.
4. FEMA Grant for June Flooding - Mr. Baune noted that Jim Sangren of Redwood County contacted all the cities about damages from the June flooding. Jim worked with B&M on damages done to Pond 1 and 2 and obtained quotes and other documentation for fixing them. We submitted total damages of \$7,730. Mr. Baune also noted that he attended a meeting last week with FEMA at the Redwood County Highway Department where they began a grant application for damages to be reimbursed. He requested the council make a motion to continue the grant process. Motion by Olson, second by Baumann to continue the FEMA grant for damages caused by the June flooding.  
Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

**Street Report** – Mr. Jenniges and Mr. Baune provided the street report. Mr. Jenniges noted that little patching was done due to the sewer rehab project.

**Water/Wastewater Report** - Mr. Jenniges provided the water/wastewater report. Mr. Jenniges noted that a bad spot in the water main was found near the new gas station. It is believed that part of the cost would be covered by the sewer rehab project, while some of it will fall on the city. Those numbers are not yet known.

Mr. Jenniges also noted that recent water samples were reported as being no good due to getting too warm in transit. He will be sampling again soon.

**Parks Report** – Mr. Jenniges, Mr. Baumann, and Mr. Baune gave the parks report. Mr. Jenniges noted that the volleyball court had been taken out and that it would be restored to grass until a decision was made on what to do next with it. Mr. Jenniges also noted that the ballfield was very messy following a recent football game. Mr. Baune has spoken with the school and will continue to monitor the situation going forward.

**Community Center Improvements Update** – Mr. Olson provided an update on the improvements. He noted that the front sign was complete and should be here soon. He also noted that they will be working on the front stone next.

**Library board of Trustees Appointee– Kayla Salfer** – Motion by Guetter, second by Olson to approve Kayla Salfer for the Library Board of Trustees.  
Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

**gWorks Quote and Discussion** – Mr. Baune presented a quote from gWorks in the amount of \$3,060 for yearly subscription for the alert system. Mr. Baune noted that gWorks is the new owner of the system. The price is significantly increased but more importantly, it does not offer the calling feature. The council agreed that this is very important and instructed Mr. Baune to investigate other options before agreeing to a contract with gWorks. Mr. Baune also noted that we had until October 31<sup>st</sup> to opt in.

**Budget Timeline and Special Meeting Request** – Mr. Baune noted that he had begun work on the 2025 Budget, and recommended the council schedule a special meeting to approve the preliminary budget and levy. By law, the preliminary levy must be approved this year by Monday, September 30<sup>th</sup>. It was a consensus of the council to set the meeting for September 23<sup>rd</sup>, pending the council checking their availability.

**Consent Agenda** – Mr. Olson noted that the building permit for the Roadhouse Bar and Grill was not filled out or signed by the owner, but rather the contractor doing the work on the ramp. It was the consensus of the council that the permit be pulled from the consent agenda for proper signature from the owner of the Roadhouse and discussed at the next meeting.

Motion by Olson, second by Baumann to approve consent agenda as follows:

1. Approve Council Minutes – August 12<sup>th</sup>, 2024
2. Approve Council Minutes – August 14<sup>th</sup>, 2024
3. Approve Council Minutes – August 26<sup>th</sup>, 2024
4. Approve Pay Estimate #5 to MR Paving & Excavating Inc in the amount of \$695,251.63
5. Approve Street Closure for Wabasso Homecoming Parade on October 5<sup>th</sup>, 2024
6. Approve Building Permits for the following individuals:
  - a. Brian Baune
  - b. Ryan and Abby Ricketts
  - c. Wabasso Public School
  - d. Wabasso Roadhouse/Bruce Monson
  - e. Fenger Auto Repair
  - f. Joe Marks

Atkins – yes, Guetter – yes; Baumann – yes; Olson – yes

**City Bills** – Mr. Olson questioned a bill from B&L Lawn and Snow for work at the baseball field. It was discussed that this was not first approved by the city, and it was a consensus of the council to not include the bill on the list of bills to pay and have Mr. Baune investigate this further with the Baseball Association.

Motion by Baumann, second by Olson to approve the bills as follows:

General Checking	
101 General Fund	\$41,407.90
225 Fire	\$665.40
230 Ambulance	\$10,876.08
320 USDA RD Sewer Rehab	\$411.00
601 Water	\$5,871.34
602 Sewer	\$5,871.34
603 Sanitation	<u>\$3,664.69</u>
Total Checks	\$79,781.89

Atkins – yes, Guetter – yes; Baumann – yes; Olson – yes

Motion by Olson, second by Baumann to adjourn at 6:40 p.m.

Atkins – yes, Guetter – yes; Baumann – yes; Olson – yes

Brandon Baune  
Clerk/Treasurer Administrator

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