

Minutes
City Council
Monday, June 9th, 2025
5 pm

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

Mayor Pitzl called the meeting to order at 5:00 p.m. with council members Chad Altermatt, Roger Baumann, and Mike Remiger present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Engineer Matt Miller, Brian Baune, Nathan Jacobson, Dustin Tietz, CJ Theis and Tony Kremer.

Motion by Altermatt, second by Remiger to add the addition of a building permit and liquor license to the consent agenda.

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger - yes

EDA Update – Mr. Baune provided the EDA update. He noted that the regularly scheduled meeting on June 4th was moved to June 18th. The EDA plans on having Christian Peterson present at the next meeting to discuss housing. Additionally, they EDA plans to review daycare grants.

Parks Report/Baseball Lease Agreement – Mr. Baune provided an update, including how we got to this point and why a lease was important. Representatives to the Baseball Association After some discussion, it was agreed that the city and baseball association would continue to work toward a final lease and keep everything as-is for now. It was also agreed that the old Letter of Understanding, while having legal issues the way it was written, worked for both parties otherwise. City to have the lease written to mirror old LOA and distribute it for approval.

Engineering Report – Mr. Miller provided the engineering report which included the following items:

1. **Sanitary Sewer System** – Mr. Miller noted the following items:
 - a. Concrete and other Prep – 3-4 weeks
 - b. M.R. Paving will also be in town working on other prep
 - c. Asphalt expected early July, to be completed by city 125th
 - d. Turf and lawncare will be last – late July/early August
 - e. Mr. Baune to share update Bolton & Menk placed on the city project page on website
 - f. Mr. Miller noted that Pay Estimate 9 could be found on consent agenda and the council could let him know if they had any questions.
2. **Water Treatment Plant and New Well Project** – Mr. Miller noted the following items:
 - a. Well testing complete and passed

- b. Contractors are waiting on a lot of items they have ordered. The interior side of project likely to begin in August.
- 3. **GIS**
 - a. Greg from Bolton & Menk has been collecting a lot of data while here monitoring other projects.
 - b. Jim working with Greg and others at B&M to make sure collecting all items the city would like to have.
- 4. **Curb and Gutter Rehab** – City working with B&M on some bad curb and gutter around town which may be able to be added into the Sewer Rehab Project provided that quantities are available and they are able to per rules.
- 5. **Ordinance Pertaining to Trees Along Blvd** – Council directed Mr. Baune to research this and provide an update next month.

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

- 1. **125th Celebration Progress** – Mr. Baune noted that marketing materials rough drafts have been reviewed and final drafts should be ready shortly. Once those are done they will be distributed so the community has more information on events going on. The committee will work on additional fundraising as well.
- 2. **Audit** – Mr. Baune noted that he has been working through audit items with auditors. Additionally, they plan to be in office on Monday, June 16th.

Street Report – Mr. Baune and Mr. Jenniges provided a street report, which included the following items:

- 1. Signs on poles will need to go higher
- 2. Sidewalk Issues – It was noted that many sidewalks uptown are uneven. Mr. Baune was instructed to find out if the city or individual businesses are responsible for keeping the sidewalks up. May needs to be raised and leveled to fix them before they get too much worse
- 3. Missing Street Signs – it was noted that a few street signs were missing. Mr. Jenniges will go around town, noting which signs need replacing, and will replace them.
- 4. Ordinance Violation for Weeds/Tall Grass – It was noted tall grass and weeds are becoming a problem around town. It was the consensus of the council to have Mr. Jenniges and Mr. Zollner make their way around town, noting which individuals should be sent ordinance violation notices and Mr. Baune will send out.

Water/Wastewater Report – Mr. Jenniges provided the water/wastewater report. It was noted that Empire Pipe was in town recently for their annual jetting. Lift stations and a couple of other troublesome areas in town were jetted with good success.

Spending Limit Policy – Mr. Baune presented a draft Spending Limit Policy which the council requested at the May meeting. He noted that this policy closely mirrors other small towns' policies, which were drafted based off a sample policy by the League of Minnesota Cities. He also noted that Mr. Novak had not had an opportunity to view the policy and wanted him to do so

to make sure limits were consistent with regulations. Motion by Altermatt, second by Remiger to approve the Spending Limit Policy, provided it passes inspection by Mr. Novak.

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

1460 Elm Street Building Permit – This permit was pulled from the consent agenda so Mr. Baune could check setbacks. Motion by Remiger, second by Baumann to approve building permit, provided it passes setbacks.

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

Consent Agenda – Motion by Remiger, second by Baumann to add the building permit by the Softball Association to the consent agenda.

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

Consent Agenda - Motion by Remiger, second by Baumann to approve consent agenda as follows:

1. Approve Council Minutes – May 12th, 2025
2. Approve the Wabasso Area Baseball Association's Application for 3.2 Liquor License
3. Approve Pay Estimate #9 to M.R. Paving in the amount of \$96,497.46
4. Approve Building Permits for the following:
 - a. Curt & Jeanette Rohlik
 - b. Derek Guetter
 - c. Karl GuetterWabasso Public School

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

Other Miscellaneous Items – After approval of the consent agenda and prior to approval of the bills, several miscellaneous items were discussed. They are as follows.

1. **Unfinished Projects at Ballfield** – Mr. Baune to email the school and find an ETA on the platform and video booth.
2. **Plans for Parking near Football Field** – Mr. Remiger provided a rough sketch for his idea to turn the tennis and basketball courts into parking. It was noted that Bolton & Menk have provided plans as well. Mr. Baune to research this in the next month and have it on next council agenda.
3. **Part-Time Help** – The council recommended that part-time summer help be added to next year's budget.

City Bills – Motion by Remiger, second by Altermatt to approve the bills as follows:

General Checking

101 General Fund	\$79,490.40
225 Fire	\$6,393.58
230 Ambulance	\$2,704.14
320 USDA RD Sewer Rehab	\$2,329.00
601 Water	\$9,000.00
602 Sewer	\$5,299.84

603 Refuse (Garbage) Fund	\$76.67
604 Stormwater Utility	<u>\$76.67</u>
Total Checks	\$105,370.33

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

Motion by Remiger, second by Baumann to adjourn at 6:43 p.m.

Pitzl – yes; Altermatt – yes; Baumann – yes; Remiger – yes

Brandon Baune
Clerk/Treasurer Administrator