

Minutes
City Council
Wednesday, July 30th, 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 Amanda Guetter and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Brandon Baune and Auditor, Rebecca Towne from Kinner & Company.

2024 Audit Review – Mrs. Towne provided an overview of the 2024 Audit which included the following items:

1. Statements are fairly stated
2. Many adjustments to be made to the books (done by Mr. Baune after certifying the audit)
3. Separation of Duties always noted to be difficult given the size of office

Mrs. Towne then noted the following items on the financial status of the City:

1. The city had a net position increase (mainly due to grants and loans)
2. The major funds balances include the following: General, Ambulance, and Fire.
3. A Single Audit was needed due to grant money received.

Mrs. Towne noted the following findings from the completed Audit:

1. Savings accounts should be reconciled monthly
2. Should provide monthly bank statements and reconciliations to council
3. Due to and due from accounts
4. May need to have additional funds pledge from Integrity Bank. Mr. Baune noted that the bank was aware of this and only happened for short periods of time between receiving grant and loan funds and paying vendors.

Motion was by Guetter, second by Bauman to certify the 2024 Audit.

Pitzl – yes; Guetter – yes, Baumann – yes;

Purchase Agreement and Lease for Football Field Lights – Council discussed the two related agenda items together. It was a consensus of the council that they get further clarity on a couple of question before they would be comfortable moving forward. It was a consensus of the council for Mr. Baune to gather answers to the following questions, having them ready for the next regularly scheduled council meeting on August 11th:

1. Who said the city needed to be the leaseholder for the lights?
2. Who from the school would be signing any agreements to do with the lights, including the agreement to pay the city back in full for the lease?

3. Does this require ISD 640 approval?
4. Are the old lights being sold?
5. Do the lights become out property once they are installed

Motion by Amanda, second by Baumann to adjourn at 5:30 p.m.
Pitzl – yes; Guetter – yes, Baumann – yes;

Brandon Baune
Clerk/Treasurer Administrator

DRAFT