

City of Wabasso
Regular Meeting
Monday, March 8, 2021
6:00 pm

REGULAR MEETING

1. Call to order
2. Approve Agenda
3. EDA Update
 - a. EDA Minutes 3-3-21
 - b. EDA Loan and Checking Balance Report
 - c. Strategic/Development Plan Updated
4. Public Comment *Please limit comments to 3 minutes per person. Items brought before the council will be referred for consideration or action as needed. Council may ask questions for clarification, but no council action or discussion will be held at this time.*
5. Clerk-Treas. /Administrator
 - a. Softline Data Public Alert Program
6. Street Report
7. Water/Wastewater Report
8. Park and Rec Report
9. Approve Consent Agenda
10. Unfinished Business
 - a. Irrigation - Cost sharing.
11. New Business
 - a. Set process for filling vacant council seat.
 - b. Interim Ordinance Related to Commercial Development
 - c. Maintenance Supervisor
12. Correspondence
 - a. Sheriff's reports
 - b. Library Minutes - 2/9/21
13. Approve Bills
14. Resolution accepting resignation of Wade McKittrick from the City Council and declaring vacancy.
15. Adjourn

CONSENT AGENDA

1. Approve Minutes - 2/8/21

All items on this agenda will be approved with one motion unless a council member asks to have an item removed for discussion.

**City of Wabasso
Regular Meeting
Monday, March 8, 2021
Agenda Report**

1. EDA Minutes Attached.
2. EDA Loan and Checking balance report Attached.
3. Strategic Plan – Pat and I will update the Council. See attached EDA draft minutes. Below is an excerpt from the agenda packet that was sent to the EDA.
4. Softline Data Public Alert Program. The Council considered this program last November. Below is the comments made with the November agenda packet. While there was interest in the program I was directed to see if the company offered an unlimited package. My research found that while there are several services, most programs were geared towards emergency warning and not general public information. The cost of the services also were a lot higher. I have attached a copy of the quote for unlimited service. Note that it would cost \$.04/alert if the threshold of the other Levels were exceeded.

Softline data public alert. Attached is a proposed program that utilizes the city's utility billing system to notify residents of city activities. The system would allow the city to notify residents by text, email or voice mail. The program can be modified to notify certain sections of the City. For example, if the city was going to be flushing or jetting in a section of town only those residents would be notified. Citizens could also opt out from the notifications. I can see several applications for this program, such as notification of special meetings, flushing, office hours, holiday schedules, improvement projects, etc. The cost includes 2,000 free notifications and then \$295/year for up to 3,000 alerts. (Note: Each notification to an individual home is considered one notification) Our utility billing system does not have mobile phone or email contact information, so that would have to be added to the system. I would send out a request for that information with the monthly billing and then download the information as it is received. I would recommend approving the proposal.

5. Irrigation Cost Sharing. The Council direct Wade and me to discuss irrigation cost sharing between the school district and city. Wade and I met with staff and I recommend as follows (Note that follow up discussions should include the Baseball Association and Softball Association as they benefit from the irrigation.):
 - a. Cost. The cost for last year's irrigation seemed unreasonably high. This could be due to the amount of irrigation for the new softball field turf. City water is being used for irrigation that is much higher than private well water. The only way to lower the cost is to install a private well or reduce the amount of water usage.
 - b. Supervision – It was agreed that only the city would have the authority to operate the irrigation system.
 - c. Cost sharing. It was agreed that we should have a maintenance agreement for the Softball Field and Baseball Field between the City, School District and Softball/Baseball Association respectfully.Suggested cost sharing is:
 - i. Football Field: School District – 100%
 - ii. Softball Field: School District, City and Softball Association equally split.
 - iii. Baseball Field: School District, City and Baseball Association equally split.It is the goal to have maintenance agreements between the City, School, Baseball Association and Softball Association.
6. Interim Ordinance relating to Commercial Development. The Council made it clear at the last meeting that I would not consider development or annexation until the Strategic/Development plan is approved. This ordinance would give additional safeguards in the event someone applied for a permit during the process.
7. I have placed this item on the agenda. Action will depend on direction from the Council after the interviews this evening.
8. I have not received the Sheriff's Report at this time. I will forward when received.
9. Library Minutes – 2/9/21 Attached
10. Resolution accepting resignation of Wade McKittrick from the City Council and declaring vacancy and setting process for filling vacancy. See resolution and copy from Matt. Wade indicated that he would send me a signer's copy of his resignation which I will forward when received.
11. City Council minutes – 2/8/21 – attached.

Wabasso EDA
Regular Meeting
Wednesday, March 3, 2021
5:00 pm

The meeting was called to order at 5pm with Board Members Pat Eichten and Steve Burns in attendance. Chuck Robasse and Karl Guetter were in attendance via telephone. Also present were Jorge Lopez, Paul Sobocinski, and Holden and Kylie Salfer.

The Minutes of the February 3, 2021 regular meeting were approved on a motion by Burns, second by Guetter.

Eichten-yes, Burns-yes, Guetter-yes, Robasse-yes

Mr. Thompson indicated the notice of public hearing for the sale of EDA lots was not published in a timely manner and the hearing would need to be moved to the April meeting. Mr. Thompson noted that the Board could discuss the pricing parameters at this time and he could prepare a summary sheet prior to the hearing. It was the consensus of the Board that the pricing follow that past practice of the Board for North street and to use the spreadsheet prepared by Mr. Robasse for the May Street lots. The board would generally follow the pricing guidelines that was use for the Rickett's sale for two lots.

Holden and Kylie Salfer expressed interest in purchasing a lot from the EDA. It was noted the pricing would more than likely be set at the next meeting in April. EDA staff would continue to work with the Salfers.

Jorge Lopez from APX Construction Group presented a proforma for the proposed duplex noting:

1. Two pro forma - \$900 and \$1200 monthly rents.
2. 1250 square feet including the garage.
3. Approximately \$160/sq ft. - \$407,500 including architects fees.
4. Estimated maintenance costs.

Mr. Lopez noted that the project would not support debt to construct the project, so the EDA would need to adjust. Mr. Lopez added that the MHFA had a Workforce Housing Grant Program that could assist, but it would mean moving construction to 2022. Mr. Thompson said he would review with Pat Dingels and offer recommendations. The Board discussed the possibility of pooling all rental units for equity and income purposes or to use some of its own funds. Mr. Robasse indicated the cost of issuing bonds for a project of this size would probably be prohibitive. The Board directed Mr. Thompson to investigate loan options including conventional loans.

Mr. Thompson gave an update on the Dollar General development noting that the City still had not received a signed petition for annexation. Mr. Thompson said he had hear a lot of rumors but no official requests from the developer.

The EDA discussed the process for the Strategic/Development plan. Mr. Thompson noted he and Pat Dingels had met to discuss and prepared an outlined that was included in the EDA packet. A general discussion was held noting:

1. EDA noted that plan should consider all vacant land within the city and vacant land adjacent to #68.
2. There should be some level of community involvement including Vail Township.

3. The basic elements of the process would involve scoping, policies, design, infrastructure (transportation, sewer, water and storm sewer) development costs and determining who pays. It was estimated that the process could take at a minimum 6 months to complete but more likely closer to a year. Mr. Thompson and Ms. Dingels would prepare a more formal outline and timeline for the next board meeting.

The Treasure's Report was approved on a motion by Burns, second by Robasse.
Eichten-yes, Burns-yes, Guetter-yes, Robasse-yes

The Bills were approved on a motion by Burns, second by Guetter.
Eichten-yes, Burns-yes, Guetter-yes, Robasse-yes

The meeting adjourned at 6:55 pm.

DRAFT

EDA Monthly Payment Schedule
as of 2/26/2021

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Date of Last Payment</u>	<u>Next Payment Due</u>
Bart Properties Llc	14th	\$ 482.80	3%	\$ 26,037.13	EDA II	7/14/2025	2/2/2021	3/14/2021
DEEM, Inc	21st	\$ 965.60	3%	\$ 26,134.43	EDA	5/21/2025	2/24/2021	4/21/2021
DEEM, Inc	21st	\$ 714.54	3%	\$ 18,999.61	EDA	5/21/2025	2/24/2021	4/21/2021
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 201,755.52	EDA	9/25/2025	2/22/2021	3/25/2021
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 6,347.11	EDA II	9/25/2025	1/20/2021	3/25/2021
Jenniges Gas & Diesel	8th	\$ 500.00	1%	\$ 14,751.04	EDA	12/8/2023	2/8/2021	3/8/2021
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ 17,525.20	EDA	12/11/2020	2/8/2021	3/14/2021
Wabasso Eletric Motor LLC	6th	\$ 251.00	3%	\$ 12,058.60	EDAI	8/6/2024	2/1/2021	3/6/2021
Matt Novak	1st	\$ 362.10	3%	\$ 20,489.57	EDA II	8/4/2026	2/1/2021	3/1/2021
Chad Ruprecht	21st	\$ 400.00	3%	\$ 19,506.71	EDA II	5/21/2028	2/3/2021	3/21/2021
Safe Storage 2	5th	\$ 482.80	3%	\$ 39,875.34	EDA	10/5/2028	2/1/2021	3/5/2021
Mid County Ag Services	20th	\$ 242.00	3%	\$ 20,366.28	EDA I	11/20/2028	2/12/2021	3/20/2021
Totals		\$ 8,707.31		\$ 423,846.54				
EDAI Daily Savings		\$ 313,034.14			FROM MONTHLY BANK STATEMENTS			
EDAI Daily Savings		\$ 73,282.42			FROM MONTH			
EDA-WDC		\$ 39,796.02			FROM MONTHLY BANK STATEMENTS			
		\$ 426,112.58						

EDA General Fund

Beginning Balance	\$ 50,578.84
Plus Deposits Outstanding	
Interest Earnings	\$ 2.07
	\$ -
Less Outstanding Checks	\$ 3,230.23
Ending Balance	<u>\$ 47,350.68</u>

CD # 115009 renewal 12-9-19	\$ 28,446.81
CD #33649	\$ 50,186.34
	<u>\$ 78,633.15</u>
CD Total	
EDA General Total	<u>\$ 125,983.83</u>

EDA Dewey Street

Beginning Balance	\$ 64,592.77
Plus Deposits Outstanding interest	
rents	\$ 1,400.00
Security Deposit	\$ -
Less Checks /Outstanding	
Repairs and Maint	\$ 79.22
Loan Payment	\$ 2,000.00
Gas	\$ 93.15
	<u>\$ 63,820.40</u>

EDA Eastvail Sales Account	Starting Balance	\$ 33,572.78
		\$ -
		\$ 33,572.78

Dewey Street Townhomes Loan	5/29/2020	\$ 42,491.48	2.8 % interest
-----------------------------	-----------	--------------	----------------

Provide to the Council/Board Members

Why should we purchase Public Alert now?

We never had to use an alert program before:

This is true, but today with the advent of social media, communication is not only perception but what we are all judged on from council/board members to city clerks. Residents want to know if there is an emergency or services delayed or just city/utility information.

Alert Methods:

We want to err on the side of caution I would rather have someone complain that they got 2 alerts than no alerts. In Public Alert we have 3 methods of alerts, Voice message, text Message or email messages. You also can attach a newsletter or even an amber alert photo.

Access to send alerts:

Because Public Alert is a web base system, you can access and create alerts from your home, office computer, tablet, and even your smartphone from anywhere in the world. You don't have to run back to the office at midnight to send an alert.

Change is a factor, it is not easy to change.

Most of us resist change, we don't like to change, or we are afraid of what happens when we change. However, you may use Public Alert every month or maybe only every couple of months, but our experience is that in small communities' whatever method you use to communicate with your residents they appreciate the effort. From something as simple of a delay in trash pickup to something as serious as a boil water alert. It can even save lives!

Setup & Support

Public Alert used the data captured in UBmax and that data can be updated automatically by you with a click of a button. We help you create a alert for the first few times to get you started and can provide video training. Remember you can create an alert on any device, but it your smartphone, tablet or computer.



Public Alert Messaging Starting at only \$245 a year!

Public Alert – Voice, Text, or Email w/attachments

Register Now & every year receive up to 8,000 Alerts Free

Public-Alert is an affordable program that provides alert messaging for all or selected residents and businesses. Your residents can receive messages on their smartphone, computer, tablets, or social media.

Remember: Alert Messaging can save lives and property!

Utility Department Alerts	Police Department Alerts	Fire Department Alerts
<ul style="list-style-type: none">* Boil Water Alert* Weather Alert* Sprinkler Ban* Delay in Services* Community Assistance* Even Late Notices by phone Send alerts to other cities	<ul style="list-style-type: none">* Amber Alert* Accident on Highway* Missing Person Alert* Bad Road Alert* Flood Alert* Traffic Alert Send to other agencies	<ul style="list-style-type: none">* Ground Fire Alert* Area Fire Alert* Any Emergency* Send alert to Volunteer's Notify other Fire Departments

This communication portal is instantaneous and can be used 24/7/365 days a year. Send alerts to all adults in a household, use multiple methods, including e-mail, text messaging, and voice alerts via cell phone or landline.

Public Alert uses the most advance text to voice function (no more recordings) Public Alerts can be in English or Spanish, Male or Female.

Since we use Voice, Text & Email we cover all methods to provide alerts to all age groups, especially the elderly who may not have email or text devices.

You can create/send Alerts from your Phone, Tablet, Laptop or Computer.

Call Ryan for a Quick 10 Minute Webinar or copy link below for youtube video

<https://www.youtube.com/watch?v=dPEKq71RX2k&feature=youtu.be>

(800) 657-0880

Cost for Public Alert system!

Level	Household #	Public Alert Yearly Subscription	Free Alerts every year
Basic	0 - 200	\$245.00	2,000
Level 1	201 - 500	\$295.00	3,000
Level 2	501 - 1000	\$365.00	4,000
Level 3	1001 - 1500	\$570.00	5,000
Level 4	1500 - 2500	\$770.00	6,000
Level 5	2501 - 5000	\$985.00	8,000
Unlimited	All	\$1,500.00	20,000

If you use your free alerts (all most impossible), additional alerts are only .04 compared to our competitors of .07

- * User Friendly
- * Create & Send Alerts in 2 minutes
- * Create Alerts for 1 or 10,000
- * Links with your Utility Billing Data
- * Very affordable
- * Training included
- * Email Alerts are FREE!

If you use UBmax for Utility

Billing you can now upload/upgrade your data anytime, so you will always have current data in Public Alert!

Call us at (800) 657-0880 or e-mail us at ryan.davis@softlinedata.com

www.public-alert.com

Competitors Comparison		Public Alert	Others	
<p>Communications between your city/utility in the 21st Century is now a necessity. Not only can you alert your residents to emergencies, but also informational news or newsletters, or even late notices. Public Alerts allows you to type your alert and then will convert that alert to voice message in English or Spanish and a choice of male or female voices. Public Alert is a web-based system so you can access alerts by computer, tablet or even your smartphone. A bonus is you can share Public Alert with other departments like police or fire departments.</p>				
90 Day Money Back Guarantee	X			
Instant Notification	X			
Unlimited Computers/Tablets/Smartphone Use	X			
Each user has secure login/password	X			
Voice mail Notification	X			
Text messaging Notification	X			
Email Notification	X			
Voice, Text and E-mail simultaneous Notifications	X			
Single out Customers for Notification	X			
Send Notifications to a specific street/route/resident	X			
Ability to write in your own Notification message	X			
Ability to add customers that are not in your district	X			
Customer has ability to submit information to you	X			
Ability to send Alert from any Computer with internet	X			
Ability to send Alerts through your cell phone	X			
Ability to send Alerts through your tablet	X			
Ability to schedule Alerts to go out at any time	X			
Print Alerts sent reports	X			
Send notices for Alerts for boil water, delay in services etc.	X			
Typed word is converted to voice messages automatically	X			
Youtube videos for training	X			
Free 2,000 to 8,000 Alert depending on what level you choose	X			
Alert Usage over selected lever only .04 per Alert	X			
<p>We sent you a quote on Public Alert based on the level selected for your customer base, enter that information below. If you should purchase UBmax submit the completed comparison and receive an additional \$25 discount on UBmax or other products.</p> <p>Utility Name : _____ Competitor Name: _____</p>				
	UBmax	Others		
Yearly Subscription Fee	\$	\$		
Free Alert with Purchase				

Softline Data, Inc.

25 years Serving Cities, Town & Villages



Public Alert Messaging

To: Utility Board/City Council

We have requested to be included in your Council/Board meeting so that you may discuss the purchase of Public Alert. Although we will not be present, feel free to call us even during the meeting if you have any questions. In the mean time we hope this letter will answer questions or concerns you may have about the process or purchase of Public Alert software.

We understand how important it is that the Public Alert software purchase will work for your city/utility. Nothing is worse than purchasing software and finding out it does not work for you or you have to keep using inferior or costly software because you invested the money. *So we provide 90 days money back guarantee on Public Alert to be sure you are happy with your decision.*

Because billing clerks have a lot of duties we are open for support from 8am to 8pm central time. *We provide free startup training & free ongoing training webinars to refresh users as to updates, features & functions.*

The process of converting your data to Public Alert is Free. If you are using UBmax our software for utility billing we can export the data directly from the billing program. Or you can provide a Excel spreadsheet of your customers. We provide a free program to collect and maintain your resident's information, or you can export the data from other programs you use like QuickBooks or a Billing Program you currently use. Normally we can process the conversion in 1 working day.

Public Alert offers you the ability to create & send any message you need to notify your residents. They can be emergency alerts, informational alerts or even newsletters for the residents. Public Alert will connect with residents using the select method or all methods of communications..

Voice Alert (Text to voice phone call)

Text Alert (cell phone)

Email Alert (optional attachments)

To get you started we provide a minimum of 2,000 free alerts so that you can use Public Alert the same day we install the software. The quantity of free alerts depend on you population and in most cases you will not exceed the use of the free alerts, but if you did it is a cost of .04 per alert. An additional 1,000 alerts would cost only \$40 dollars.

I imagine it is hard to make a decision to purchase a program that you have never used or still be unsure of how it will work for you. It is also easy to put off purchasing Public Alert and there are many reasons that one can find, but none of them will outweigh the benefits of having the ability to alert residents of a Boil Water alert, Council Meeting Agenda, send a newsletter, a delay in services or even a movie in the park. Good communication is necessary in this time of emails, twitter, and online services

I hope I answered most of your questions. I have one suggestion left; please be sure the clerk/manager has called a few of our customers to ask them how they like Public Alert and our service. We have a list of clients using Public Alert. Please call me personally if you have any questions.

Ryan Davis
(800) 657-0880
ryan.davis@softlinedata.com



Your Quote
publicalert@softlinedata.com

This is a quote for the Public-Alert messaging software. This quote expires in 45 days from 03/02/21.

Comment

Utility: WABASSO
Contact: Larry
E-mail: cwab@redred.com
Phone: (507) 342-5519
City: Wabasso
State: MN
Zip: 56293
Households: 201-500

Please call with any questions!

Ryan Davis
1-800-657-0880
ryan.davis@softlinedata.com

The following quote includes:

- Upload of data from city database or utility database.
- Daily backup of database for security.
- Setup and installation of software w/usernames and passwords.
- Unlimited users.
- Ability to have different departments manage customized database.
- Ability to create unique database criteria.
- Resident opt out option.
- Free email alerts.
- Alerts start over every year.

Limited Time Quote:

		Cost	Alerts
Public-Alert Software	-Level 5	\$985.00	Unlimited
	Total:	\$ 985.00	

Softline Data, Inc.

(800) 657-0880



Softline Data, Inc.

Your Quote

publicalert@softlinedata.com

This is a quote for the Public-Alert messaging software. This quote expires in 45 days from 10/07/20.

Utility: Wabasso

Comment

Contact: Larry

Hey Larry, I put Both levels and prices below.

E-mail: cwab@redred.com

Please call with any questions!

Phone: 1-507-342-5519

Ryan Davis

City: Wabasso

1-800-657-0880

ryan.davis@softlinedata.com

State: MN

Zip: 55440

Households: 201-500 or 501-1000

The following quote includes:

- Upload of data from city database or utility database.
- Daily backup of database for security.
- Setup and installation of software w/usernames and passwords.
- Unlimited users.
- Ability to have different departments manage customized database.
- Ability to create unique database criteria.
- Resident opt out option.
- Free email alerts.
- Alerts start over every year.

Limited Time Quote:

		Cost	Alerts
Public-Alert Software	-Level 1	\$295.00	3,000 a year
	-Level 2	\$365.00	4,000 a year

Softline Data, Inc.

(800) 657-0880

An Interim Ordinance Related to Commercial Development In the City of Wabasso

Ordinance No. 251

A. Intent and Purpose. This ordinance is adopted for the purpose of protecting the planning process and the health, safety and welfare of the citizens of Wabasso, while a comprehensive plan or official controls are developed regarding the expansion, annexation, growth and development of commercial activities within the City of Wabasso.

B. Statement of Findings. The City Council of Wabasso finds as follows:

1. The City of Wabasso has previously had limited regulation regarding the development, expansion, zoning, and growth of the City.
2. The City of Wabasso has decided to undertake studies regarding the development, expansion, zoning, and growth of the City, particularly as relates to non-residential development.
3. The City of Wabasso and the health, safety, and welfare of the citizens of Wabasso will be well-served by a planned development that maintains the desired character of the community.

C. Interim Development Restrictions. Consistent with the findings of the Council, the following interim development restrictions are adopted:

1. No annexation of any lands shall be completed during the period of this ordinance.
2. During the period of this ordinance no new commercial development shall be permitted in the following areas:
 - A) Adjacent to State Highway 68.
 - B) Adjacent to Impala Avenue south of Highway 68.
 - C) Adjacent to County Road 6
 - D) On West Main Street, west of Front Street.
3. During the period of this ordinance expansion of existing commercial developments along areas described in paragraph C.2., above, shall be subject to review and approval by the City Council, and shall be permitted only upon a specific finding that the proposed expansion shall be consistent with the City's planning efforts.
4. No subdivision of lands, except for residential purposes, shall be permitted in the areas described in paragraph C.2., above.

D. Variance and Appeal. Where there are practical difficulties or unnecessary hardships in any way of carrying out the strict letter of the provisions of this ordinance, and appeal may be made and a variance may be granted. The person desiring the variance must submit a petition to the City Council, and shall appear before them. If the City Council finds that the variance is appropriate, does not interfere with the planning process, and is in the best interests in the health, safety and welfare of the citizens of Wabasso, they may, in their sole discretion, grant the variance as proposed, or any such variance that they deem to be appropriate.

E. Expiration. This ordinance, unless extended pursuant to Minnesota statutes, shall expire and cease to have any force and effect on March 7, 2022.

F. Penalty. Any person convicted of violation any provision of this ordinance shall be guilty of a misdemeanor and shall be punished by a fine of not to exceed \$1000.00 or by imprisonment of a period not to exceed ninety (90) days, or both.

G. Severability. The validity of any word, section, clause, paragraph, sentence part or provision of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts.

H. Effective Date. This ordinance shall take effect on the date of its adoption by the Wabasso City Council

Signed: _____
Carol Atkins, Mayor of Wabasso

Attest: _____
Larry Thompson, Clerk

MINUTES of Wabasso Public Library Board of Trustees

Meeting date: February 9, 2021-5:30 pm

Call to order: 5:31 p.m.

Members in Attendance: Alma Price, Stacy Larsen, Joyce Plaetz, Sarah Behrendt, Dawn Guetter

Also in Attendance: Scott Sobocinski

Members Not in Attendance:

Approval of Minutes: Motion to approve minutes by Guetter with fixes made to misspelling of Don and Cathy Schwarz. Seconded by Plaetz. Motion carried unanimously.

Bills: Discussion of new category "City Labor" that appeared in January checks that were cut. This does not seem to have been noted on bills in past years, but covers routine things such as mowing lawn and snow removal. Motion to approve bills by Plaetz and seconded by Larsen. Motion carried unanimously.

Statistics: For January 2021, a total of 1, 301 items were circulated and in January of 2020 the number was 1,309 items. Overdrive circulated 73 items.

Old Business:

- Reviewed the proposed amendment to Library Board By-laws for virtual meetings. Motion was made by Guetter, and seconded by Behrendt, to adopt. The motion carried unanimously.

New Business:

- The Minnesota Public Library Annual Report is due April 1st. The State added a lot of extra categories to the report that basically asks for data concerning how libraries responded to COVID-19.
 - There was discussion about determining the Library's legal service area population. Scott plans to work with the State as well as Plum Creek to find an answer as to how the Library's service area was defined in the past. Former Director Daub used the same number for multiple years on the state report, which may indicate federal census data was being used instead of info from the MN State Data Center. MN State Data Center updates population numbers more often as well as breaks it down by county and townships.
- Some discussion of the Hirsch house that currently sits empty. It is adjacent to the library on the east side (944 North Street) and is a logical choice if the building is to be expanded. In late January Scott left two messages to Mark Hirsch's sister, who split ownership of the house with him. As of the meeting Scott has not heard back from her. It is not known if any of Mark's children inherited his half of the ownership. General opinion was that Scott could begin to look into the administrative logistics of purchasing the lot if it comes up for sale in the future (City/Library cooperation, who signs the paperwork, question of rezoning residential land to municipal land, etc.).
- Financial Update: As of February 9th, Library Savings account current balance is \$54,449.89. There is a \$10,000 CD as well that reaches maturity in July. Checking account balance is approximately \$84,000.

Announcements

Discussion

Next Meeting: March 2, 2021

Adjournment: 6:26 p.m. Motion by Guetter, second by Behrendt. Motion carried unanimously.

City of Wabasso

03/04/21 8:16 AM

Page 1

Checks for Month

February 2021

0100 General Checking Begin Mth \$856,852.75

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	20210202UB0	2/2/2021	\$1,201.77	20210202UB0	UB Receipt Serv 1 Water R	\$858,054.52
Deposit	20210203UB0	2/3/2021	\$1,132.94	20210203UB0	UB Receipt Serv 1 Water R	\$859,187.46
Deposit	020321REC	2/3/2021	\$370.00	020321REC	Rooms A & B	\$859,557.46
Deposit	20210204UB0	2/4/2021	\$1,795.27	20210204UB0	UB Receipt Serv 1 Water R	\$861,352.73
Deposit	20210205UB0	2/5/2021	\$1,169.11	20210205UB0	UB Receipt Serv 1 Water R	\$862,521.84
Deposit	20210208UB0	2/8/2021	\$1,893.39	20210208UB0	UB Receipt Serv 1 Water R	\$864,415.23
053544	REDWOOD AREA DEVELOP	2/9/2021	-\$1,667.50	2-8-2021Payment	1/2 annual Fee	\$862,747.73
053537	MN DNR ECO-WATER-RES	2/9/2021	-\$249.86	2-8-2021Payment		\$862,497.87
053538	MVTL LABORATORIES	2/9/2021	-\$185.24	2-8-2021Payment		\$862,312.63
053539	NORTHLAND SECURITIES	2/9/2021	-\$435.00	2-8-2021Payment		\$861,877.63
053540	ONE OFFICE SOLUTION	2/9/2021	-\$73.98	2-8-2021Payment		\$861,803.65
053541	PAUL PLAETZ	2/9/2021	-\$52.60	2-8-2021Payment		\$861,751.05
053536	MIKE REMIGER	2/9/2021	-\$411.53	2-8-2021Payment		\$861,339.52
053543	QUALITY FLOW SYSTEMS IN	2/9/2021	-\$379.00	2-8-2021Payment		\$860,960.52
053532	JOHN DEERE FINANCIAL	2/9/2021	-\$54.87	2-8-2021Payment		\$860,905.65
053545	REDWOOD ELECTRIC COOP	2/9/2021	-\$5,415.80	2-8-2021Payment	99865808	\$855,489.85
053542	QUADIENT FINANCE USA, IN	2/9/2021	-\$396.45	2-8-2021Payment	Acct 7900044080337177	\$855,093.40
053535	MATHESON TRI-GAS INC	2/9/2021	-\$34.22	2-8-2021Payment		\$855,059.18
053533	LARRY THOMPSON	2/9/2021	-\$50.00	2-8-2021Payment		\$855,009.18
053548	SOUTHWEST SANITATION, I	2/9/2021	-\$4,713.80	2-8-2021Payment	Acct 01-8446 6	\$850,295.38
053531	JENNIGES GAS & DIESEL IN	2/9/2021	-\$615.09	2-8-2021Payment		\$849,680.29
053530	HAWKINS WATER TREATME	2/9/2021	-\$10.00	2-8-2021Payment		\$849,670.29
053529	GOPHER STATE ONE CALL	2/9/2021	-\$2.70	2-8-2021Payment		\$849,667.59
053528	BOLTON & MENK	2/9/2021	-\$27,000.00	2-8-2021Payment		\$822,667.59
053527	BAUNE PLUMBING & HEATIN	2/9/2021	-\$384.19	2-8-2021Payment	shop compressor	\$822,283.40
053526	ARVIG COMMUNICATION SY	2/9/2021	-\$340.76	2-8-2021Payment		\$821,942.64
053525	ANDERSON ELECTRIC	2/9/2021	-\$680.85	2-8-2021Payment		\$821,261.79
053534	MARCO	2/9/2021	-\$190.39	2-8-2021Payment		\$821,071.40
053546	SHERIFF OF REDWOOD CO	2/9/2021	-\$2,700.00	2-8-2021Payment	January billing	\$818,371.40
053549	VISA	2/9/2021	-\$21.09	2-8-2021Payment	zoom	\$818,350.31
053550	WABASSO DIESEL SERVICE	2/9/2021	-\$11.84	2-8-2021Payment		\$818,338.47
Deposit	2-9-21UB	2/9/2021	\$2,184.93	2-9-21UB	UB Receipt Serv 1 Water R	\$820,523.40
053547	SOUTHERN MN NEWSPAPE	2/9/2021	-\$432.38	2-8-2021Payment		\$820,091.02
053552	Remiger, Mike	2/10/2021	-\$1,861.25	PAY20210103.00		\$818,229.77
053551	Plaetz, Paul	2/10/2021	-\$1,555.15	PAY20210103.00		\$816,674.62
053553	Rothmeier, Julie	2/10/2021	-\$182.60	PAY20210103.00		\$816,492.02
053554	Thompson, Larry	2/10/2021	-\$1,714.09	PAY20210103.00		\$814,777.93
Deposit	2-10-21UB	2/10/2021	\$1,732.36	2-10-21UB	UB Receipt Serv 1 Water R	\$816,510.29
Deposit	2-11-21UB	2/11/2021	\$434.09	2-11-21UB	UB Receipt Serv 1 Water R	\$816,944.38
Deposit	021121REC	2/11/2021	\$10.00	021121REC	dog #1 & 2	\$816,954.38
Deposit	20210212UB0	2/12/2021	\$942.20	20210212UB0	UB Receipt Serv 1 Water R	\$817,896.58
Deposit	021221REC	2/12/2021	\$693.91	021221REC	refund excess payment for	\$818,590.49
Deposit	20210216UB0	2/16/2021	\$2,046.78	20210216UB0	UB Receipt Serv 1 Water R	\$820,637.27
Deposit	20210217UB0	2/17/2021	\$879.39	20210217UB0	UB Receipt Serv 1 Water R	\$821,516.66
Deposit	20210218UB0	2/18/2021	\$220.29	20210218UB0	UB Receipt Serv 1 Water R	\$821,736.95
Deposit	20210219UB0	2/19/2021	\$696.44	20210219UB0	UB Receipt Serv 1 Water R	\$822,433.39
Deposit	20210222UB0	2/22/2021	\$2,795.17	20210222UB0	UB Receipt Serv 1 Water R	\$825,228.56
Deposit	20210223UB0	2/23/2021	\$361.14	20210223UB0	UB Receipt Serv 1 Water R	\$825,589.70
Deposit	20210223UB1	2/23/2021	\$8,485.11	20210223UB1	UB Receipt Serv 1 Water R	\$834,074.81
053556	Remiger, Mike	2/24/2021	-\$1,548.52	PAY20210104.00		\$832,526.29
053555	Plaetz, Paul	2/24/2021	-\$1,555.15	PAY20210104.00		\$830,971.14
053557	Rothmeier, Julie	2/24/2021	-\$149.50	PAY20210104.00		\$830,821.64
053558	Thompson, Larry	2/24/2021	-\$1,714.09	PAY20210104.00		\$829,107.55
Deposit	20210224UB0	2/24/2021	\$693.59	20210224UB0	UB Receipt Serv 1 Water R	\$829,801.14
053559	INTEGRITY BANK PLUS	2/25/2021	-\$80,620.00	022521PAY	G.O. Bond Principal and Int	\$749,181.14
Deposit	20210225UB0	2/25/2021	\$1,123.58	20210225UB0	UB Receipt Serv 1 Water R	\$750,304.72
Deposit	022521REC	2/25/2021	\$150.00	022521REC	snow plowing	\$750,454.72

City of Wabasso

03/04/21 9:16 AM

Page 2

Checks for Month

February 2021

0100 General Checking Begin Mth \$856,852.75

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
	Deposits	\$31,011.46				
	Checks	-\$137,409.49	-\$106,398.03			

FILTER: [Cash Act]='10100' and [Period]=2 and [Act Year]='2021'

City of Wabasso

03/04/21 8:17 AM

Page 1

Checks for Month

February 2021

1 Ambulance Checking Begin Mth \$59,548.96

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	020321REC	2/3/2021	\$2,729.78	020321REC	Gordon Bellig	\$62,278.74
001563	VISA	2/9/2021	-\$36.49	2-8-2021Payment	Acct 4400271000003983	\$62,242.25
001562	VERIZON WIRELESS	2/9/2021	-\$106.38	2-8-2021Payment		\$62,135.87
001561	RIDGEWATER COLLEGE	2/9/2021	-\$840.00	2-8-2021Payment		\$61,295.87
001560	REDWOOD ELECTRIC COOP	2/9/2021	-\$71.60	2-8-2021Payment	Acct # 99865808	\$61,224.27
001559	MATHESON TRI-GAS INC	2/9/2021	-\$291.82	2-8-2021Payment		\$60,932.45
001558	JENNIGES GAS & DIESEL IN	2/9/2021	-\$761.17	2-8-2021Payment		\$60,171.28
001557	EVEREST EMERGENCY VEH	2/9/2021	-\$242.23	2-8-2021Payment		\$59,929.05
001556	BOUND TREE MEDICAL	2/9/2021	-\$52.50	2-8-2021Payment		\$59,876.55
001555	ARVIG COMMUNICATION SY	2/9/2021	-\$93.89	2-8-2021Payment		\$59,782.66
001554	ANDERSON ELECTRIC	2/9/2021	-\$82.25	2-8-2021Payment		\$59,700.41
Deposit	021221REC	2/12/2021	\$398.99	021221REC	BLS Payment	\$60,099.40
Deposit	02182021Amb	2/18/2021	\$766.47	02182021Amb	Richard Meyer	\$60,865.87
Deposit	021821Amb	2/18/2021	\$1,631.68	021821Amb	Bette Snyder	\$62,497.55
	Deposits	\$5,526.92				
	Checks	-\$2,578.33	\$2,948.59			

FILTER: [Cash Act]='10101' and [Period]=2 and [Act Year]='2021'

City of Wabasso

03/04/21 8:17 AM

Page 1

Checks for Month

February 2021

10102 Fire Checking Begin Mth \$58,761.16

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
003862	REDWOOD ELECTRIC COOP	2/9/2021	-\$71.60	2-8-2021	Payment Acct # 99865808	\$58,689.56
003861	ANDERSON ELECTRIC	2/9/2021	-\$57.50	2-8-2021	Payment	\$58,632.06
	Deposits	\$0.00				
	Checks	-\$129.10				

FILTER: [Cash Act]='10102' and [Period]=2 and [Act Year]='2021'

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1564							
ARVIG COMMUNICATION SYSTE	AMBULANCE	42153	Ambulance	321	Telephone	\$91.32	1564
Claim Nbr 1564						\$91.32	
Claim Nbr 1565							
EFAX CORPORATE	AMBULANCE	42153	Ambulance	325	Fax Service	\$34.67	1565
Claim Nbr 1565						\$34.67	
Claim Nbr 1566							
EXPERT T BILLING	AMBULANCE	42153	Ambulance	306	Service Contract	\$372.00	1566
Claim Nbr 1566						\$372.00	
Claim Nbr 1567							
HEIMAN FIRE EQUIPMENT	AMBULANCE	42153	Ambulance	101	Full-Time Employees Reg	\$1,414.94	1567
Claim Nbr 1567						\$1,414.94	
Claim Nbr 1568							
HERMEL VENDING & FOOD SVC.	AMBULANCE	42153	Ambulance	209	Other Office Supplies	\$28.22	1568
Claim Nbr 1568						\$28.22	
Claim Nbr 1569							
MATHESON TRI-GAS INC	AMBULANCE	42153	Ambulance	217	Other Operating Supplies	\$113.32	1569
Claim Nbr 1569						\$113.32	
Claim Nbr 1570							
MEADOWLAND FARMERS CO-OP	AMBULANCE	42153	Ambulance	383	Heat	\$101.11	1570
MEADOWLAND FARMERS CO-OP	AMBULANCE	42153	Ambulance	383	Heat	\$67.86	1570
MEADOWLAND FARMERS CO-OP	AMBULANCE	42153	Ambulance	212	Motor Fuels	\$131.32	1570
Claim Nbr 1570						\$300.29	
Claim Nbr 1571							
REDWOOD ELECTRIC COOP	AMBULANCE	42153	Ambulance	381	Electricity	\$68.80	1571
Claim Nbr 1571						\$68.80	
Claim Nbr 1572							
STRYKER SALES CORPORATION	AMBULANCE	42153	Ambulance	404	Repairs/Maint Machinery/	\$584.09	1572
Claim Nbr 1572						\$584.09	
Claim Nbr 1573							
VERIZON WIRELESS	AMBULANCE	42153	Ambulance	321	Telephone	\$106.34	1573

City of Wabasso City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 1573						\$106.34	
Claim Nbr 3863							
BAUNE PLUMBING & HEATING	LIBRARY	45500	Libraries (GENERA	210	Operating Supplies (GEN	\$34.80	3863
Claim Nbr 3863						\$34.80	
Claim Nbr 3864							
FALLS AUTOMOTIVE	FIRE	42200	Fire	215	Shop Supplies	\$10.76	3864
FALLS AUTOMOTIVE	FIRE	42200	Fire	212	Motor Fuels	\$48.42	3864
Claim Nbr 3864						\$59.18	
Claim Nbr 3865							
HERMEL VENDING & FOOD SVC.	FIRE	42200	Fire	215	Shop Supplies	\$28.22	3865
Claim Nbr 3865						\$28.22	
Claim Nbr 3866							
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	383	Heat	\$67.86	3866
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	212	Motor Fuels	\$5.73	3866
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	383	Heat	\$101.11	3866
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	212	Motor Fuels	\$2.61	3866
Claim Nbr 3866						\$177.31	
Claim Nbr 3867							
REDWOOD ELECTRIC COOP	FIRE	42200	Fire	381	Electricity	\$68.80	3867
Claim Nbr 3867						\$68.80	
Claim Nbr 53560							
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	321	Telephone	\$155.98	53560
ARVIG COMMUNICATION SYSTE	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$81.84	53560
ARVIG COMMUNICATION SYSTE	GENERAL FUND	41400	City Clerk	321	Telephone	\$38.99	53560
ARVIG COMMUNICATION SYSTE	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$98.96	53560
ARVIG COMMUNICATION SYSTE	WATER FUND	49400	Water Utilities (GE	321	Telephone	\$43.79	53560
Claim Nbr 53560						\$419.56	
Claim Nbr 53561							
BDI	GENERAL FUND	41940	Community Center	210	Operating Supplies (GEN	\$232.20	53561
BDI	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$66.18	53561
Claim Nbr 53561						\$298.38	
Claim Nbr 53562							
BOLTON & MENK	SEWER FUND	49450	Sewer (GENERAL)	303	Engineering Fees	\$36,000.00	53562

City of Wabasso City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 53562						\$36,000.00	
Claim Nbr 53563							
FALLS AUTOMOTIVE	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$28.08	53563
FALLS AUTOMOTIVE	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$20.98	53563
Claim Nbr 53563						\$49.06	
Claim Nbr 53564							
GOPHER STATE ONE CALL	WATER FUND	49400	Water Utilities (GE	386	One Call	\$30.40	53564
GOPHER STATE ONE CALL	SEWER FUND	49450	Sewer (GENERAL)	386	One Call	\$30.40	53564
Claim Nbr 53564						\$60.80	
Claim Nbr 53565							
HAWKINS WATER TREATMENT G	WATER FUND	49400	Water Utilities (GE	216	Chemicals and Chem Pro	\$10.00	53565
Claim Nbr 53565						\$10.00	
Claim Nbr 53566							
HERMEL VENDING & FOOD SVC.	GENERAL FUND	45180	Baseball Field	210	Operating Supplies (GEN	\$389.37	53566
HERMEL VENDING & FOOD SVC.	GENERAL FUND	41940	Community Center	210	Operating Supplies (GEN	\$568.40	53566
HERMEL VENDING & FOOD SVC.	GENERAL FUND	45170	Athletic Field	210	Operating Supplies (GEN	\$421.94	53566
HERMEL VENDING & FOOD SVC.	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$84.66	53566
Claim Nbr 53566						\$1,464.37	
Claim Nbr 53567							
JOHN DEERE FINAN	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$534.61	53567
Claim Nbr 53567						\$534.61	
Claim Nbr 53568							
LARRY THOMPSON	GENERAL FUND	41400	City Clerk	321	Telephone	\$50.00	53568
Claim Nbr 53568						\$50.00	
Claim Nbr 53569							
MARCO	GENERAL FUND	41400	City Clerk	414	Data Processing Equip Re	\$340.78	53569
Claim Nbr 53569						\$340.78	
Claim Nbr 53570							
MARY K SMITH	GENERAL FUND	41400	City Clerk	307	consulting fees	\$1,087.50	53570
Claim Nbr 53570						\$1,087.50	
Claim Nbr 53571							
MATHESON TRI-GAS INC	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$34.22	53571

City of Wabasso City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 53571						\$34.22	
Claim Nbr 53572							
MEADOWLAND FARMERS CO-OP	WATER FUND	49400	Water Utilities (GE	212	Motor Fuels	\$24.44	53572
MEADOWLAND FARMERS CO-OP	GENERAL FUND	43110	Street Depart-Sho	383	Heat	\$203.50	53572
MEADOWLAND FARMERS CO-OP	GENERAL FUND	43110	Street Depart-Sho	383	Heat	\$303.34	53572
MEADOWLAND FARMERS CO-OP	SEWER FUND	49450	Sewer (GENERAL)	212	Motor Fuels	\$24.44	53572
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	212	Motor Fuels	\$5.73	53572
MEADOWLAND FARMERS CO-OP	GENERAL FUND	41940	Community Center	383	Heat	\$534.18	53572
MEADOWLAND FARMERS CO-OP	FIRE	42200	Fire	212	Motor Fuels	\$2.61	53572
Claim Nbr 53572						\$1,098.24	
Claim Nbr 53573							
MIKE REMIGER	GENERAL FUND	43100	Hwys, Streets, & R	321	Telephone	\$50.00	53573
Claim Nbr 53573						\$50.00	
Claim Nbr 53574							
MN DEPT OF HEALTH	WATER FUND	49400	Water Utilities (GE	388	MN Connect Fee	\$707.00	53574
Claim Nbr 53574						\$707.00	
Claim Nbr 53575							
MVTL LABORATORIES	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$92.62	53575
Claim Nbr 53575						\$92.62	
Claim Nbr 53576							
NORTHERN BUSINESS PRODUCT	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$232.29	53576
Claim Nbr 53576						\$232.29	
Claim Nbr 53577							
NOVAK LAW	GENERAL FUND	41610	City Attorney	304	Legal Fees	\$696.00	53577
Claim Nbr 53577						\$696.00	
Claim Nbr 53578							
ONE OFFICE SOLUTION	GENERAL FUND	41000	General Governme	210	Operating Supplies (GEN	\$415.70	53578
Claim Nbr 53578						\$415.70	
Claim Nbr 53579							
PAUL PLAETZ	SEWER FUND	49450	Sewer (GENERAL)	321	Telephone	\$25.00	53579
PAUL PLAETZ	WATER FUND	49400	Water Utilities (GE	321	Telephone	\$25.00	53579
Claim Nbr 53579						\$50.00	

City of Wabasso City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
Claim Nbr 53580							
QUADIENT FINANCE USA, INC	GENERAL FUND	41400	City Clerk	322	Postage	\$418.19	53580
Claim Nbr 53580						\$418.19	
Claim Nbr 53581							
R & E SANITATION INC	REFUSE (GARBAG	49500	Refuse/Garbage (384	Refuse/Garbage Disposal	\$211.02	53581
Claim Nbr 53581						\$211.02	
Claim Nbr 53582							
REDWOOD ELECTRIC COOP	SEWER FUND	49450	Sewer (GENERAL)	381	Electricity	\$3.00	53582
REDWOOD ELECTRIC COOP	GENERAL FUND	45200	Parks (GENERAL)	381	Electricity	\$2.00	53582
REDWOOD ELECTRIC COOP	GENERAL FUND	41940	Community Center	381	Electricity	\$525.00	53582
REDWOOD ELECTRIC COOP	GENERAL FUND	43110	Street Depart-Sho	381	Electricity	\$206.40	53582
REDWOOD ELECTRIC COOP	WATER FUND	49400	Water Utilities (GE	381	Electricity	\$183.00	53582
REDWOOD ELECTRIC COOP	WATER FUND	49400	Water Utilities (GE	381	Electricity	\$1,158.00	53582
REDWOOD ELECTRIC COOP	GENERAL FUND	41940	Community Center	381	Electricity	\$31.00	53582
REDWOOD ELECTRIC COOP	GENERAL FUND	43160	Street Lighting	381	Electricity	\$955.00	53582
REDWOOD ELECTRIC COOP	SEWER FUND	49450	Sewer (GENERAL)	381	Electricity	\$2,735.00	53582
Claim Nbr 53582						\$5,798.40	
Claim Nbr 53583							
REDWOOD VALLEY TECH SOLUTI	GENERAL FUND	41530	Accounting	306	Service Contract	\$450.00	53583
REDWOOD VALLEY TECH SOLUTI	GENERAL FUND	41400	City Clerk	307	consulting fees	\$3,711.00	53583
Claim Nbr 53583						\$4,161.00	
Claim Nbr 53584							
RUNNING SUPPLY INC	GENERAL FUND	43100	Hwys, Streets, & R	215	Shop Supplies	\$12.28	53584
RUNNING SUPPLY INC	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$184.95	53584
Claim Nbr 53584						\$197.23	
Claim Nbr 53585							
SALFER WELDING & MFG	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$483.46	53585
SALFER WELDING & MFG	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$48.46	53585
Claim Nbr 53585						\$531.92	
Claim Nbr 53586							
SALFERS FOOD CENTER	GENERAL FUND	41940	Community Center	210	Operating Supplies (GEN	\$11.79	53586
Claim Nbr 53586						\$11.79	
Claim Nbr 53587							

City of Wabasso City of Wabasso-Vendor Claims

Search Name	Fund Descr	Dept	Dept Descr	Object	Object Descr	Amount	Claim Nbr
SOUTHWEST SANITATION, INC Claim Nbr 53587	WABASSO BASEBA	45180	Baseball Field	306	Service Contract	\$2,356.90 \$2,356.90	53587
Claim Nbr 53588							
SPS WORKS Claim Nbr 53588	GENERAL FUND	41400	City Clerk	209	Other Office Supplies	\$87.33 \$87.33	53588
Claim Nbr 53589							
TEAM LABORATORY CHEMICAL Claim Nbr 53589	SEWER FUND	49450	Sewer (GENERAL)	216	Chemicals and Chem Pro	\$968.00 \$968.00	53589
Claim Nbr 53590							
TECH UNLIMITED, LLC Claim Nbr 53590	GENERAL FUND	41400	City Clerk	414	Data Processing Equip Re	\$229.98 \$229.98	53590
Claim Nbr 53591							
TEXAS REFINERY CORP Claim Nbr 53591	GENERAL FUND	43100	Hwys, Streets, & R	213	Lubricants and Additives	\$375.00 \$375.00	53591
Claim Nbr 53592							
USA BLUEBOOK Claim Nbr 53592	SEWER FUND	49450	Sewer (GENERAL)	387	Testing	\$33.05 \$33.05	53592
Claim Nbr 53593							
VISA	GENERAL FUND	41400	City Clerk	321	Telephone	\$16.09	53593
VISA	GENERAL FUND	41400	City Clerk	321	Telephone	\$33.00	53593
VISA	GENERAL FUND	41400	City Clerk	430	Miscellaneous (GENERAL)	\$122.00 \$171.09	53593
Claim Nbr 53593							
Claim Nbr 53594							
WABASSO STANDARD Claim Nbr 53594	GENERAL FUND	41420	Recording and Rep	351	Legal Notices Publishing	\$554.85 \$554.85	53594
Claim Nbr 53595							
WELTSCH EQUIPMENT , INC Claim Nbr 53595	GENERAL FUND	43100	Hwys, Streets, & R	404	Repairs/Maint Machinery/	\$3,165.15 \$3,165.15 \$66,444.33	53595

City of Wabasso
City Council
Monday, February 8, 2021
6 pm

The meeting opened with recitation off the Pledge of Allegiance.

Acting Mayor Burns called the meeting to order with Council Members Wade McKittrick, Roger Baumann, Jeff Olson present. Mayor Atkins and Clerk Treasurer Administrator Thompson were present via Zoom video.

Also present were Acting Deputy Clerk Mary Smith, EDC President Eichten and Street Maintenance Supervisor Remiger.

A motion was made by Olson, seconded by McKittrick to approve the agenda.
Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

EDA President Eichten presented the following EDA update.

1. EDA adopted formal application process for rental units.
2. EDA met with APX Construction to discuss possible construction of new rental units. APX would like the city to finance and own the first unit.
3. EDA considered an annexation request for a Dollar General Store. The EDA's position was that it did not have a strategic or development plan for the area in questions, and felt it needed such plans before approving any annexations.

Motion by Olson, second by Baumann to designate the Redwood Gazette as the official newspaper.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

It was the consensus of the City Council that Mayor Atkins and Clerk/Treasurer/Administrator Thompson review the applications for the Maintenance Supervisor position and report back to the Council as to which applicants should be interviewed.

The Council considered the request for annexation for 2.5 acres east of Mid County Ag and south of Highway 68. Matt Novak indicated that he had forwarded information relating to the annexation process to the developer, City Council and EDA including the process and items to consider. Mr. Novak indicated that the city had not received a petition from the property owner for annexation, so technically there was nothing to consider at this time. Mr. Novak restated the discussion at the EDA meeting regarding the need for a development plan and strategic plan to guide development beyond the 2.5 acres in questions. Pat Dingels was going to look into assistance for development of such a plan as was to report back to the EDA.

Motion by Olson, second by Baumann, that the Council not consider any petitions for annexation until the city has approved a strategic plan.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

It was the consensus of the Council that the City Clerk's office be open for the general public effective 2/9/21

Motion By Olson, Second by Baumann, to adopt resolution 6-2021 appointing Mary K Smith as the Deputy Clerk Treasurer until Mr. Thompson returns from his illness.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

The following were heard during Public Comments:

Jim Salfer – Appreciates support from the community.

Paul Sobocinski – Supports Council's decision to delay annexation request until a strategic plan is developed to ensure continuation of essential services.

Jerry Norgaard – Mayor, Morton, MN – Advised against approving a Dollar General and to do research.

Lawrence Kallevig – Concerned about a business (Dollar General) that has the financial ability to put a local firm out of business.

Carol Atkins – Feels our local grocery store has a better quality of products and contributes to local charities.

Tiffany Eichten – Noted that it's important to support local businesses.

Streets report – Mike Remiger – A lot of time spent working on snow blower – has it mostly repaired. Council urged Mr. Remiger to write down license plates that are in violation of City's snow removal ordinance and pass along to sheriff.

Sewer and Water Utility – No report. Paul Plaetz absent.

Park and Recreation – No report.

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

1. Adopt Resolution 6-2021 to pursue grant through MN DOT State Aid Local Road Improvement – Cedar St. from #68 to May St.
2. Approve minutes – January 11, 2021

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

The Council directed Mr. Thompson to report on the text message alert system at the next council meeting.

Joyce Plaetz urged the City Council to reconsider converting the Tennis Courts to parking and to pursue possible grants for resurfacing.

Motion by Baumann, Second by Olson, to stop blowing the siren at 10:00 p.m.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

Motion by Olson, second by McKittrick, to hold the annual Board of Equalization for in person and Zoom attendance.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

Motion by McKittrick, Second by Olson to approve the bills as presented.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

Motion by McKittrick, Second by Olson to adjourn at 7:10 pm.

Atkins-yes, Burns-yes, McKittrick-yes, Olson-yes, Baumann-yes.

Larry J Thompson
Clerk/Treasurer/Administrator

DRAFT

**CITY OF WABASSO
WABASSO, MINNESOTA**

Resolution No.

**Resolution Accepting Council Member Resignation
and Declaring a Vacancy**

WHEREAS, the City of Wabasso has received the written resignation of Wade McKittrick, effective on _____, 2021

NOW THEREFORE, ET IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WABASSO, MINNESOTA AS FOLLOWS:

1. The council accepts Wade McKittrick's resignation as described above.
2. The council declares that a vacancy exists on the council effective on _____, 2021

Adopted by the City Council of Wabasso, Minnesota this 3rd day of March 2021.

CITY OF WABASSO

Carol Atkins, Mayor

ATTEST:

Larry J Thompson, Clerk

Email to council on 2/24/21

All,

This e-mail will outline briefly the steps that we need to take regarding Wade's resignation and filling that role. I will send out another e-mail regarding the hiring process soon.

A vacancy will be officially created upon receipt by the council of Wade's written resignation, and then the council's resolution accepting that resignation. It wasn't clear to me whether Wade's intention was to participate in the March meeting or to resign prior to that meeting taking place, or if he would deliver a resignation at that meeting, to be effective at a later date. Whatever the resignation timeline is, the council will need to take a few steps. First, they do need to receive an actual written resignation notice. Second, upon receiving that, the council must pass a resolution accepting that notice, and acknowledging a vacancy. If the intention is for Wade's resignation to be effective on March 8th, I think it makes most sense for this to be set as the final item on the agenda. I can prepare a resolution for that meeting that will handle these elements.

After the resolution passes, then a vacancy has been created and acknowledged. This then requires the council to appoint a replacement. The remaining 4 members will vote on the replacement, and a majority vote will dictate the replacement. In the event of a tie vote, the Mayor will make the appointment. In this case the person appointed will serve until the regular election for the seat, which will be almost 2 years (if the election for this spot were 4 years away, this would be subject to a special election in 2 years).

The council is able to appoint any eligible person to the vacant council seat. That gives wide latitude for selecting a candidate. There is no obligation to select from persons who ran for office. My recommendation would be that, in a general sense, it may be best to consider candidates who have experience or familiarity with the role. Obviously no decisions on who to appoint can be made apart from an official meeting, so please be prepared to discuss this appointment at the March 8th meeting.

If you have any other questions regarding the vacancy, please feel free to contact me directly.

Matt