

City of Wabasso
City Council
Monday, July 12, 2021
6pm

The meeting opened with the recitation of the Pledge of Allegiance.

Mayor Atkins called the meeting to order with Council members Roger Baumann, Jeff Olson, and Steve Burns present. Member Brad Salfer was absent.

Clerk/Treasurer/Administrator Larry Thompson, Street Maintenance Supervisor Jim Jenniges, Water and Sewer Superintendent Paul Plaetz, EDC President Pat Eichten, City Auditor Rebecca Towne and City Engineer David Palm were present.

Motion by Burns, second by Olson to approve the agenda with the following changes:

- Add Cole Altermatt building permit to the consent agenda.
- Add Jesse Schroepfer building permit to the consent agenda.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

EDA President presented the EDA reports:

- Duplex – (See 7/7/2021 EDA Minutes)
- EDA adapted a new lease agreement

Clerk/Treas/Adm Report – Rebecca Towne presented the **2020 City Audit** noting:

1. It was a clean audit noting that the numbers stated in the audit fairly reflected the activities and financial position of the city.
2. Pension liability is dependent on State PERA fund.
3. City Liabilities are down.
4. City Government and Proprietary Fund balances increased.
5. City long term debt decreased.
6. Utility funds showed an increase in fund balance except sewer. It was noted the sewer fund was expected to decrease due to surveying work for the sewer rehab project, and 2021 sewer rates were increased 10% in anticipation of the project)
7. General government expenditures and revenues were over budgeted amounts mostly due to the COVID CARES grant, and Ambulance revenues were down due to write off of delinquent accounts.
8. Three of the five deficiency items noted in the 2019 Audit Management letter were satisfactorily addressed. It was noted that the “due to” and “due from” items should be addressed in 2021

Ms. Towne noted the resolutions on the council agenda would address some of the items noted in the report and supported consolidating the city checking and savings accounts.

Motion by Burns, second by Baumann to accept the 2020 City Audit Report.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Motion by Olson, second by Burns, to adopt Resolution No. 12-2021, approving the write off of the uncollectable ambulance accounts.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

It was the consensus of the Council that the City Clerk/Treas./Administrator research the combining of city checking and savings accounts and report back to the council with his findings.

Motion by Burns, second by Olson to adopt Resolution No. 13-2021 relating to utility billing late fees and penalties.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Hiring Part Time Assistant Clerk - Mr. Thompson reported that Assistant City Clerk Julie Rothmeier was planning to resign/retire upon hiring of her replacement. The council authorized the City Clerk/Treas./Administrator to advertise for the part time clerk's position and to recommend the new hire.

LRIP Project – Cedar St. City Engineer gave an overview of the project noting the history, grant award of \$1,250,000 and project cost of \$2,068,000. The project would include the complete rebuilding of the street, curb, gutter, sidewalk and storm sewer. It was noted that some of the sidewalk may be salvaged. It was anticipated that construction would take place in 2022 and be completed by 2023. Mr. Palm indicated that the project would need to be coordinated with the sewer rehabilitation project. Mr. Thompson indicated the gap between the grant and project cost would be funded by a combination of borrowing and assessments. The city would need to assess at least 20% of the amount borrowed to comply with the legal requirements. Mr. Palm estimated the funding gap would be approximately \$40/lf. Mr. Thompson added that discussion of a city assessment policy would be place on the next meeting agenda.

Sewer Rehabilitation – Mr. Palm gave an overview of the project and summary report. The plans had been revised to split the project into two categories – collection and treatment. The state required the split because it wanted to see how much the new collection system reduced I/I before approving the size of the treatment ponds. Mr. Palm noted the completed RD Apply application had been submitted to USDA staff. It appears the first phase of the project will be completed in 2023.

Roadhouse Street Dance – Diane Arends informed the council that the street dance on July 10th was a success and she was looking forward to having another street dance next summer. Ms. Arends indicated the promoter had asked if they could do another one this fall but she did not have the staff to serve the dance. Mr. Arends was looking for feedback from the council. It was the consensus of the Council that the dance was a large benefit for the community and looked forward to working with her for future events. Ms. Arends indicated that she did have a concern regarding people ignoring the barricades on Main St. and driving through the closed streets. The council gave some suggestions for adding signage, and that they would inform the Sheriff that the county should enforce the street closure restrictions. The council directed Mr. Thompson to post the restriction of the City website and

Street Report:

1. **Patching** should begin by mid month.
2. City received an estimate of \$150,000 to **sealcoat** all streets.
3. **Motion by Burns, second by Olson to adopt Resolution No. 14-2021** adjusting the 2021 Operating budget for the purchase of a snow plow, accepting the bid of Northstar Truck Sales for the purchase of a snow plow for \$56,002.50 and authorizing and directing staff to sell the 1986 Ford 8000 snow plow.
Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.
4. A budget adjustment for the snow blade for the 1 Ton pickup will be on the next agenda.

Sewer and Water Report:

1. Sewer lines have been jetted and the lift station pump has been installed.
2. Concern was expressed regarding lawns being watered during late morning and afternoons and the impact on water storage. Motion by Olson, second by Baumann, to adopt **Ordinance 249A amending Ordinance 249** - Water and Sewer Ordinance by prohibiting watering of lawns between 9:00 a.m. and 9:00 p.m. and establishing fines.
Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

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

1. Approve Minutes – 6/14/21
2. **Approve Building Permits:**
 - a. Joseph Jenniges – 379 June St. – Dog Kennel Fence
 - b. Brian Baune – 2027 Perry St. – Concrete Pad
 - c. Jesse Schroepfer – 687 Maple St. - Concrete Pad
 - d. Cole Altermatt - 689 Maple St. - Concrete Pad
3. **Resolution No. 15-2021** Revising City sewer and water rates
4. Approve **Wabasso Lions On Sale** and Special Sunday Liquor Licenses

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Motion by Olson, Second by Burns to adopt Ordinance No. 203A Regulating Animals in the City of Wabasso with the clarifications that chickens will need a permit.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Covid Relief Aid – The council discussed various options for allocating the 2021 Covid Relief Aid. The council discussed if it should be spent within city operations or aids and grants to private or non profit organizations. It was suggested that the money could be spent on the city seal coating program. The Clerk was directed to research this use and report back at the next meeting.

The council reviewed and accepted the June Sheriff's report and June 8, 2021 Library minutes.

Motion by Burns, second by Olson to **approve the bills** as submitted.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Motin by Olson, Second by Burns to adjourn at 8:20.

Atkins-yes; Baumann-yes; Olson-yes; Burns-yes.

Larry J Thompson
City Clerk