

City of Wabasso
City Council
Monday, September 13, 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 Brad Salfer and Steve Burns.

Clerk/Treasurer/Administrator Larry Thompson, Street Maintenance Supervisor Jim Jenniges, City Attorney Matt Novak, Ambulance Director John Krohn, City Engineer David Palm and Paul Sobocinski were present.

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

- Add Lamberton Ambulance Mutual Aid Agreement
- Add the following bills: Achieve - \$2,600; Damage Deposit Refund - \$100.00; Redwood County Sheriff - \$3,375.

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

Mr. Thompson presented the EDA reports:

- Strategic Plan Update – (See 9/1/2021 EDA Minutes)
- New Eastvail real estate signs.
- Request for Council to consider converting Eastvail lot (CR 6 and North Street) to a park.
- MIF RLF program – possibly have state release funds.

Motion by Burns, second by Salfer to appoint Joanne Krause as the Assistant Clerk/Treasurer per the terms set forth in the Letter of Understanding.

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

Vacation Policy. The council considered a proposal to amend the personnel policy vacation schedule to the schedule that was in effect prior to the June 2020 amendment. Mr. Novak presented background information regarding the amendment. It was the consensus of the council that the eighty hour accrual should be moved up but there were concerns expressed regarding restoring the 160 hour accrual.

Motion by Olsen, second by Baumann to amend the personnel policy by changing the vacation policy as follows:

<u>Years of Service</u>	<u>Amount of Leave</u>
1	40 hours
2	80 hours
6	120 hrs.
10+	160 hrs.

Atkins-yes; Baumann-yes; Olson-yes; Salfer-no; Burns – no. Motion carried.

Lamberton Ambulance Mutual Aid Agreement. John Krohn presented an amendment to the Lamberton Ambulance Mutual Aid Agreement whereby the Wabasso Ambulance would provide coverage to the Lamberton Primary Service Area in Redwood County from 6 a.m. to 6.p.m, Monday through Friday. Mr. Krohn noted that Lamberton was short staffed during the day and this was seen as a temporary measure until they could find sufficient staffing. Mr. Novak indicated that he was also the Lamberton city attorney and requested the council waive any conflict of interest before he could comment. Motion by Burns, second by Baumann, to waive the potential conflict of interest for the city attorney.

Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

Mr. Novak indicated he had reviewed the contract and noted there was sufficient protection for the city, specifically for the cross indemnification clause. Motion by Olson, second by Salfer, to adopt **Resolution R16-2021** the amending the Lamberton Ambulance Mutual Aid Agreement as presented.

Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

Cedar Street Improvement Project – Mr. Thompson outlined the assessment process for the street improvement. Mr. Palm submitted summary information regarding the project and property data and assessment rate options. Mr. Thompson and Mr. Palm noted that there were several ways to calculate assessments and that they would prepare draft assessment rolls based on various options and submit to the council prior to the hearing. Mr. Novak noted that the mayor’s property abutted the proposed improvement and she most likely would need to recuse herself during the proceedings and that adoption of the assessment roll would require a 4/5 vote. It was recommended the council accept the feasibility report and set a public hearing to consider the improvement project. Motion by Olson, second by Burns to adopt **Resolution No. 17-2021** accepting the feasibility report for the Cedar Street Improvement Project and setting a public hearing for October 11, 2021 at 6:00 p.m. to consider such improvement.

Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

RD Sewer Improvement Project. Mr. Palm gave a brief update on the Rural Development Sewer Rehabilitation project, noting he still had some design questions that needed to be answered before the grant would be submitted for consideration.

Street Report. It was the consensus of the council that the street sealcoating project be set up on a 3 – 5 year rotation.

Parks and Recreation Report. It was noted that the new LED lights had been installed in Manderscheid field. It was hoped that the city and school representatives would meet to review that athletic field improvements and maintenance agreement prior to the next meeting.

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

1. Adopt Resolution **No. 18-2021** approving the 2021/2022 Fires Association agreement/fees.
2. Decommission the Manderscheid Field Lights and donate salvaged parts to Lucan and Milroy.
3. Approve Street closure on Saturday, October 2, 2021 for the homecoming parade. Maple, Main and Elm Streets.

4. Approve council minutes of the 8/9/21 Regular and 8/18/21 Special meetings.
Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

2022 Operating Budget. The Council discussed the draft 2022 Operating Budget. Mr. Thompson noted that the draft budget included a 3% property tax levy increase. It was also noted that the budget would be amended as additional information was gathered and discussions were held by the council and while the levy could be decreased, it could not be increased. Mr. Thompson stated the preliminary levy had to be certified to the County Auditor on or before September 30, 2021 and the truth in taxation hearing had to be held between November 25th and December 28th. Motion by Olson, second by Salfer to adopt **Resolution No. 19-2021** setting the preliminary 2021 property tax levy for taxes collectible in 2022 including a \$487,897 (3.00%) increase in the levy, and setting the truth in taxation hearing for Monday, December 13, 2021 at 6:00 p.m.

Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

Correspondence. The Council received the following correspondence:

1. August Sheriff's report
2. August Library Board minutes.
3. League of Minnesota Cities Fall Forum – 9/30/21 at Redwood Falls Community Center.

Bills. Motion by Salfer, second by Olson to approve the bills as follows:

General Checking:

- General Fund \$ 102,559.77
- Water Fund \$ 3,408.09
- Sewer Fund \$ 2,998.84
- Refuse \$ 2,666.54
- Total \$111,633.54

Ambulance Checking \$ 4,013.28

Fire Checking \$ 5,958.24

Supplemental:

General Checking: \$ 6,075.00

Atkins-yes; Baumann-yes; Olson-yes; Salfer-yes; Burns – yes. Motion carried.

Motion by Burns, second by Baumann to adjourn at 7:45 p.m.

Larry Thompson
City Clerk