

City of Wabasso
City Council
Monday, October 11, 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. Steve Burns was absent.

Clerk/Treasurer/Administrator Larry Thompson, Street Maintenance Supervisor Jim Jenniges, Utilities Superintendent Paul Plaetz, City Attorney Matt Novak, EDA President Pat Eichten, City Engineer David Palm, Rachel Ingebretsen, Tom First, Joyce First, Veanne Battistini and Paul Sobocinski were present.

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

- Fire Truck parade policy

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

Mr. Eichten presented the EDA report:

- Duplex plans to be presented November 2021
- Eastvail real estate signs to be installed in approximately 2 weeks.
- Strategic Plan Update – Community Survey
- 5-plex landscaping update
- MIF RLF program – EDA is researching possible application of funds.

Cedar Street Improvement Hearing. Mayor Atkins vacated her seat as presiding officer due to her property abutting Cedar Street. Council member Salfer presided over the hearing. City Engineer David Palm handed out various project materials and presented an overview of the project:

1. Description – Base and bituminous, curb, gutter, ramps, sidewalk, storm sewer – new sewer or water.
2. Estimated cost - \$2,038,080.
3. State LRIP grant - \$1,250,000.
4. Need – Curb, gutter, base and sidewalk has deteriorated. Street was patched (10') in 2009/2010 when the water mains were replaced.
5. Sidewalks will be replaced depending on project integration, condition and ADA compliance.
6. Aprons will be replaced due to construction requirements for installing the curb and gutter.
7. Assessments – present policy with and without LRIP funds applied and a new assessment policy (25% of costs assessed except storm sewer that would not be assessed.)
8. Project Schedule.

Mr. Thompson presented an overview of the project financing, noting that staff had proposed a new assessment policy which could be sustainable for future projects and creating a new storm water utility to pay for storm sewer improvements. Mr. Thompson noted the city would need to borrow funds but did not have an exact amount at this time. The following comments were made:

Rachel Ingebretson: Will the storm water problems be alleviated at her intersection. Will the homeowners have a say as to which sidewalk will be replaced. She would like her side of the street removed as it is in very bad shape and is not used.

Mr. Palm: The storm sewer improvements should help alleviate the flooding problems. Recommended that once the project is surveyed city staff, one or two councilmembers and he walk the project and make a list of sidewalks that would be replaced for council consideration. They could take citizen input at that time. It should be noted the county and state have to review and approve the plans and it may be a hard sell the abandon sections of sidewalk. Sidewalk tends to be controversial.

Tom First: Are alleys being assessed?

Mr. Palm: No – alley and intersection costs have been removed from the assessments and will be paid by the city.

Veanne Battistini – Concern regarding homeowners having a say in the removal/replacement of sidewalk – will you just replace sections or entire blocks?

Mr. Palm: Usually replace the entire block and not just small sections.

Ms. Battistini: Are you going to assess the RD Sanitary Sewer project?

Mr. Thompson: At this time it is not contemplated – the project budget includes USDA RD Grant funds and debt to be repaid by sanitary sewer funds. That could change in the future.

Mr. Palm: The city assessed each utility customer \$1,600 for the 2009/2010 water improvements so it could be an option.

Ms. Ingebretson: We went over 2 months without access to our property during the last major project.

Paul Plaetz: The contractor will be given a schedule regarding how long properties can be without access.

Mr. First: How much recycled material and how much virgin material is being used.

Mr. Palm: The project will include crushed bituminous and concrete from the project for road base. The base can only include a certain percentage of oil.

Paul Sobocinski: What are the odds of getting another LRIP Grant?

Mr. Palm: Only approximately 20% of the applications get funded. The Cedar Street application checked all grant criteria boxes.

Matt Novak: There are several ways to assess. One of the best I've seen is Marshall, MN. The council can assess a portion of the costs and can set up criteria for deferment.

Mr. First: What is my estimated assessments?

Mr. Palm: Depends on what method the council uses. The 25% method would be \$13,068. (A great deal of discussion ensued regarding estimated assessments and methodology)

Ms. Battistini: I think the street improvement is the way to go.

Paul Sobocinski: How much of the \$1.25 million LRIP is being applied under each option?

Mr. Thompson: Excellent question and I'm not sure how to explain it. I will prepare a summary report and forward to the residents at the meeting and the council.

Joyce First: What would be the term of the assessments?

Mr. Palm: Normally they run with the term of the bond. 10 -15 years. The council needs to be aware of the state law requirement that a minimum of 20% of the bond amount has to be assessed.

Mr. Sobocinski: I think the grant is a great benefit by having state dollars come back to the city.

Mr. Salfer announced that the city would consider ordering the improvement at the **November 8, 2021**, council meeting.

Motion by Olson, second by Baumann to **adjourn** the hearing.

Atkins- abstain; Baumann-yes; Olson-yes; Salfer-yes.

1456 Elm St. It was the consensus of the Council that no action be taken to forgive or reduce the fine for the removal of sidewalk and installation of a driveway at 1456 Elm St. without a building permit.

Clerk/Treas./Administrator vacation – October 21, 2021, an October 22, 2022.

Street report. Motion by Olson, second by Salfer to authorize the purchase of a center link for the tractor.

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

Sewer and Water Report.

1. Quotes for the water panel and pumps have been received and are being reviewed.
2. RD Sanitary Sewer project revised engineering report has been submitted to USDA RD.
3. Mr. Plaetz submitted his resignation. Mr. Plaetz indicated it was a pleasure working for the city and was grateful for the opportunity. Motion by Olson, Second by Salfer to accept the resignation of Paul Plaetz.

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

The Council thanked Mr. Plaetz for his years of dedicated service.

Park and Recreation Report.

1. **Tennis Courts/Parking Lot** - Mr. Thompson presented a plan for repurposing the tennis courts and basketball court at the athletic field for parking. Mr. Thompson indicated he, Mr. Jenniges and Mr. Baumann had met with School Superintendent Jon Fulton and Athletic Director Joe Kemp and had agreed on the concept. Mr. Thompson added the School Board had reviewed the plan and are in agreement. The City Engineer would prepare a more detailed plan and present estimated costs for phased improvements.
2. **Storage yard/shed** – Mr. Thompson indicated that the city and school had also looked at cleaning up the storage yard, installing a concrete floor and a roof. Mr. Jenniges would work with Mr. Kemp to identify and remove items for disposal and to get estimates on the improvements.

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

1. Received a security camera update.
2. Adopt **Resolution R20-2021** Approving the Community Center as the **combined polling place** for 2021.
3. Adopt **Resolution R21-2021** Accepting various **donations** to the Library, Ambulance and Fire Department.
4. Approve the **September 13, 2021, Council minutes**.
5. Approve **street closure of Main, Cedar and Oak Streets** on December 3, 2021, for the Winterfest.

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

Library Land Lease. It was the consensus of the council not to rebid the library land lease for 2023.

Facsimile Stamp. Motion by Olson, second by Baumann to adopt **Resolution R22-2021** relating to a facsimile stamp for Mayor Atkins.

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

Fire Department Insurance Coverage. The council directed Mr. Thompson to review the city's insurance policy to determine if it has coverage for persons that are not fire fighters riding on the fire trucks in parades.

The **September Sheriff's report** was received and filed.

Motion by Baumann, second by Salfer to approve the **bills** as follows:

General Checking:

- General Fund \$ 47,868.43
- Water Fund \$ 1,465.67
- Sewer Fund \$ 9,473.34
- Refuse \$ 203.19
- Total \$ 59,010.63

Ambulance Checking \$ 3,185.84

Fire Checking \$ 97.60

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

Motion by Baumann, second by Olson to adjourn at 8:10 p.m.

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

Larry J Thompson

City Clerk/Treas./Administrator