

City of Wabasso
City Council
Monday, November 8, 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 present. Steve Burns was absent.

Clerk/Treasurer/Administrator Larry Thompson, Street Maintenance Supervisor Jim Jenniges, City Attorney Matt Novak, EDA President PAT Eichten and City Engineer David Palm were present.

It was the consensus of the Council to approve the agenda as presented.

EDA Report. EDA Board President Pat Eichten reported as follows:

1. EDA approved the service agreement with the RADC
2. Board is still considering applying to the state for the release of the RLF funds at a 20% discount.
3. Meeting with an architect this week to review the duplex/4 plex plans
4. Increased the 5-plex rent 5% to \$735/month
5. Request the Council certify the maximum EDA levy allowed by law. (Mr. Thompson will update)
6. Business survey results. Mr. Thompson to forward updated results to the Council.
7. Treasurer's report. no delinquent loan payments.

Clerk/Treasurer/Administrator's report.

1. **Leslie/Richard Schlemmer building permit** update. Mr. Thompson stated Mr. Schlemmer felt there was a misunderstanding between him, and the former Clerk and he felt he didn't need a permit for removing sidewalk or installing the driveway. Mr. Thompson contacted the former Clerk and she stated she did not state it was ok without a permit. Clerk to issue fine – Mr. Schlemmer can appeal to Council
2. **Combined bank accounts** – Council accepted the report and directed Mr. Thompson to proceed.
3. Wabasso Rabbit – The rabbits should be completed and delivered before Thanksgiving. It was the consensus they should be painted white.
4. **Clerks' office will be closed on Friday, November 26, 2021.**

Street Report. Mr. Jenniges noted that the streets had been swept and the plow had been installed on the one ton pickup.

Utilities Superintendent Report.

1. **Water Panel and Monitoring System.** Mr. Jenniges submitted a proposal by Quality Flow for the water treatment plant controls and high service pump replacement the was included in the budget plus an add on for a cellular monitoring system for the water plant, wastewater plant and lift station. Mr. Olson asked how the monitoring system was to be funded. Mr. Thompson stated that it would be financed from the fund balances.
2. **Utilities Superintendent Report.** Mr. Thompson indicated that the city received no applicants for the position and based on feedback from the industry it was unlikely the city would receive any application in the future. Mr. Thompson indicated that the day to day operations were

being covered through additional part time help and overtime. The licensing could be covered via a service contract. Mr. Thompson recommended the council accept the proposal by PeopleService to provide 10 hours/week for licensed sewer and water service, the city advertise for permanent part time or full time help to assist the Street Maintenance Supervisor and Mr. Jenniges manage both the Street and Public Utility departments.

Motion by Olson, second by Salfer to approve the purchase of the water panel and high flow pumps (\$63,730.00) and cellular monitoring system (\$10,740.00) from Quality Flow.

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

Motion by Olson, second by Baumann that the city advertise for a full or part time person to assist the Street Maintenance Superintendent.

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

Mr. Novak recommended the Council begin thinking about future replacements for city staff, as the other cities he represents are having a difficult time replacing staff.

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

1. Approve the **2021 Audit proposal** for Kinner and Company.
2. **Approve Council minutes – September 13, 2021**
3. Adopt Resolution No. 24-2021 authorizing purchase of a **\$100,000 Clerk's fidelity bond**.
4. Approve 2022 membership with the **Redwood Area Development Corporation** and to share costs with the EDA.

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

Cedar Street Improvement Project. Mr. Thompson presented a recap of the public hearing held on October 13, 2021, and an overview of the assessment options and funding sources. The audience had the following questions/concerns.

1. Why not just spend \$1,250,000? Mr. Palm -Don't know if that's possible. Grant was awarded based on the entire project. (Mr. Palm gave an overview of the improvements)
2. Will project alleviate the flooding? Mr. Palm – The project won't totally prevent flooding in large events, but it will alleviate a lot of the flooding
3. Will good driveways and sidewalks be replaced? Mr. Palm – a committee will walk the project and determine which sidewalks and driveways can remain. They must meet ADA slope requirements and match reconstructed street grades.)
4. Will trees be removed? Mr. Palm – Some trees may have to be removed as they are heaving sidewalks.
5. Delay assessments until 2023 to build up road and bridge funds? Mr. Thompson – It's possible. Council would have to take capitalized interest into consideration.
6. Remove sidewalk sections? Mr. Palm – Possible but the sidewalks were included in the grant application. The final plans will need to be approved by the state and county.
7. Assessments and funding. Mr. Thompson – several options. Need to consider state law relating to different types of infrastructure – road improvements fall under MS 429 which requires the assessment to be fair and equitable **and** to show benefit to the property. Sewer and water falls under MS 444 which does not require the city show benefit. If property taxes are used to fund the project tax exempt property such as schools, churches and the city will not have to pay. Several options the council will need to consider. Decision tonight is either order the project or not.

Motion by Olson, second by Baumann, to adopt **Resolution No. 23-2021 ordering the Cedar Street Project.**

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

Motion by Olson, second by Salfer directing staff to draft an **assessment policy** for council consideration.

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

Motion by Salfer, second by Olson directing staff to draft a **stormwater utility ordinance.**

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

It was the consensus of the Council to set a **special meeting** for **Monday, November 29, 2021, at 6:00 pm to discuss the 2022 Budget.**

The Council received and reviewed the following correspondence:

1. **October 2021 Sheriff's report** (the council would like future reports to include dates)
2. **October 5, 2021, Library Minutes**
3. **LMC regional meeting** on Thursday, November 10, 2021, at Redwood Falls city hall. (Mayor and Clerk to attend)

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

- General Checking:
- General Fund \$16,625.04
- Water Fund \$ 1,346.70
- Sewer Fund \$ 3,769.22
- Refuse \$ 2,892.47
- Total \$24,633.43

Ambulance Checking: \$ 4,011.40

Fire Checking: \$ 8,721.24

TOTAL: \$37,366.07

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

Motion by Baumann, second by Olson, to adjourn at 7:30 pm.

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

Larry Thompson
City Clerk/Treasurer/Administrator

