

City of Wabasso
City Council
Monday, February 14, 2022
Wabasso Public School Community Activity Center
6pm

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

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

Clerk/Treasurer/Administrator Larry Thompson, Street Maintenance Supervisor Jim Jenniges, Kyle Salfer, City Attorney Matt Novak, EDA President Pat Eichten, City Engineer David Palm, Karie Salfer, Andrew Haack and Paul Sobocinski were also present.

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

1. Add consideration of Schoer Farms for storing Community Center tables and chairs.
2. Add Ordinance extending development moratorium

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

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

1. Duplex plans, contract packet have been finalized. Financing is underway and it looks like the EDA will need to limit occupancy to moderate income.
2. EDA has sold a lot to Matt and Andrea Samyn
3. Pat Dingels and Karl Guetter interviewed various businesses relating to needs and concerns. Mr. Thompson will be meeting with the City Engineer to review Highway 68 infrastructure needs.
4. Possible RLF loan in the works.
5. Treasurer's report. No delinquent loan payments.

Clerk/Treasurer: Computer Server and PC. Motion by Olson, second by Burns to purchase a computer server, PC and monitor for \$11,982.97.

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

Street Report:

1. **Snow blower** fabrication is almost complete.
2. **Generators** – Mr. Jenniges submitted quotes for two used generators (fixed place and mobile). Mr. Jenniges noted that in the event of a power outage the overhead doors at the shop, ambulance garage and fire hall would not operate, plus the lifts stations and wells would not operate. Mr. Jenniges noted that there was used equipment available but once it came on the market the sold very quickly. Mr. Jenniges stated that if the Council authorized the purchase he would see if the two units quoted were available, and if not, he would like authorization to purchase used units when they came on the market. Mr. Thompson stated he would submit a budget adjustment at the next meeting that may include deferring budgeted capital purchases. Motion by Olson, second by Salfer to authorize the purchase of two used generators at a cost not to exceed \$35,000.

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

Utilities Report:

1. **Karie Salfer – Water Leak** – Mr. Thompson noted that Ms. Salfer had experienced a water leak and had used over 280,000 gallons. Mr. Thompson stated that the policy of the council was to forgive the sewer portion of the bill as no water entered the sewer system, but the water bill should be based on water that goes through the meter. Andrew Haack spoke on behalf of Ms. Salfer. He believed that the leak was caused by a surge in the system when the water main broke in January and the city should give a break. The council noted that there was no way the council could determine if the city bore responsibility without further evidence and investigation. Mr. Novak recommended that the council not change its policy. Ms. Salfer could appeal the water bill through a 3 member citizens panel which is authorized under the current ordinance. Mr. Novak noted the council could expedite by moving straight to the appeals hearing rather than waiting for the delinquent notice to be delivered.
Motion by Salfer, second by Baumann to **waive the sewer portion** of the additional water usage caused by the leak.
Atkins – yes; Burns – yes; Baumann – yes; Olson – yes; Salfer – yes.
Motion by Baumann to move directly to the **three member hearing**. Motion was not seconded, so Mr. Baumann withdrew the motions.
2. **Water Panel** – Mr. Jenniges informed the council that the new panel for the water plant should be installed in late March. Mr. Jenniges added that the plant would need to be shut down for one or two days, and residents would be notified.
3. **Sewer Plant Electrical Issue** – Mr. Jenniges stated the lift pump at the sewage treatment plant is blowing breakers and believes it is a transformer that may need to be replaced.
4. Mr. Jenniges informed the council that he had taken the Class D sewage permit classes and would be taking his test in March.

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

1. Approve **minutes** of the **January 10, 2022** regular meeting and **January 24, 2022** special meeting.
 2. Set the Annual Board of Appeal and Equalization meeting for Wednesday, April 20, 2022 at 5:00 p.m. at the Wabasso Community Center.
- Atkins – yes; Burns – yes; Baumann – yes; Olson – yes; Salfer – yes.

Engineer's Report:

1. **Cedar Street Project** – Mr. Palm reviewed the Cedar Street Project report dated 2/14/22, noting the slopes, power pole relocation, tree removal, utility crossings and schedule. Mr. Palm anticipated the final plans and specs and authorization to bid would be on the next meeting agenda for consideration.
2. **Assessment Policy** – Currently under review by staff.
3. **Sanitary Sewer Rehab Project** – Still under review by the USDA RD Engineer.
4. **Tennis Courts/Parking lot** – Plans being developed by Bolton and Menk.
5. **City Master Plan – Highway 68 Development** – Under review by City staff and Bolton and Menk.

Cedar Street Trees – Mr. Olson stated staff had reviewed the tree removal plan. All residents had been notified and he had talked directly with most of the affected owners. Mr. Palm noted that a number of cities handled the tree removal outside of the project contract in order to expedite the removal. It was the consensus of the council that the city obtain bids for the Cedar Street tree removal.

Financial Advisor – Motion by Salfer, second by Baumann to approve the letter of engagement with AMKO Advisors for the duplex tax abatement bonds.

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

Personnel Policy – Paid Leave – Mr. Thompson noted that with the staff turnover and the change in the vacation schedule, the differentiation between per January 1, 2020 and post January 1, 2020 employees was now moot and recommended the council remove the differentiation. Mr. Thompson also recommended employees be given the option to carry over up to 40 hours of comp time to the following fiscal year. Motion by Olson, second by Salfer, to adopt **Resolution R3 -2022 amending the City personnel policy relating** to comp time and vacation accrual.

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

Community Center Seal Coat – Motion by Olson, second by Burns, to approve the quote of Barga, Inc., \$16,035.75 for crack repair and sealcoating for the Community Center parking lot.

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

Schoer Farms – Table Storage. Motion by Salfer, second by Burns, that the city sends a letter of thanks and give a gratuity of \$150.00 to Schoer Farms for storing the new tables and chairs for the Community Center.

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

Moratorium Extension. Mr. Novak noted the city had been making progress with the strategic plan and recommended the development moratorium be extended for 12 months while the city continued its work. Motion by Burns, second by Olson, to adopt Ordinance No. 251 Extending the Interim Ordinance related to Commercial Development in the City of Wabasso.

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

The council received the **January Sherriff’s report** and **February Library minutes.**

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

General Fund	\$ 75,445.32
2016A Refunding Bonds	\$ 83,830.00
2017A Tax abatement bonds	\$ 8,901.49
Water	\$ 13,504.72
Sewer	\$ 15,123.74
Sanitation	\$ <u>7,678.67</u>
Total General Checking	\$204,483.84
Ambulance	\$ 11,886.77
Fire	\$ <u>6,278.86</u>

Total **\$222,649.47**

Motion by Olson, second by Baumann to adjourn at 7:45 pm.

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

Larry Thompson
City Clerk/Treasurer/Administrator