

City of Wabasso
City Council
Monday, April 11, 2022
6pm

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

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

Also present was Larry Thompson, Jim Jenniges, Kyle Salfer, Pat Eichten, David Palm, Rachel Ingebretson and Matt Samyn.

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

1. Remove item 6b – Lawnmower bagger (redundant under consent)
2. Add supplemental list of bills for approval.
3. Add Building Permit Approval – Jan Remiger – Gazebo – 569 South Street to the consent agenda.
4. Add Building Permit Approval – Bob Kemper – Deck – 838 Pine Street to the consent agenda.
5. Add discussion of downtown address display.

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

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

1. EDA plans to investigate contracting with a developer or separate organization to construct the duplex.
2. EDA plans to install electricity Eastvail 3rd and 4th additions.
3. Approved sharing costs for the Highway 68 corridor study with the City.
4. Agreed to work with the City regarding the \$200,000 broadband commitment. If RLF funds can be used EDA may fund 100% of the commitment.
5. EDA is working with an individual to purchase lot 1 and possibly lot 2 in Eastvail 4th addition. It may require a 4' variance from the city or replatting the lots.
6. Treasurer's report. No delinquent loan payments.

Clerk's Report – Reminder that the Board of Equalization meeting on April 20, 2022, at 5:00 pm.

Street Report.

1. Acknowledged the city was going to sell the snow blower and cherry picker and use the funds to purchase a snow bucket and platform for the tractor.
2. Discussed the Public Works Director's salary. Directed Mr. Thompson to forward the employment letter of understanding to the Council and that he and Mr. Jenniges should meet to make a list of license requirements and market salary rates.

Sewer and Water.

1. Water Meters. Received a report from Mr. Thompson recommending the city prepare plans and specs for purchasing and installing meters using the sonic style/cellular readers technology. It was the consensus of the council that it felt comfortable with staff's recommendation and did not need to meet with a vendor prior to approving the plans and specs. Motion by Salfer, second by Burns to

authorize staff to prepare plans and specs for the installation of water meters using the sonic style/cellular reader technology and to use Bolton & Menk if deemed appropriate.

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

Parks Report.

1. **Lease Agreement/Letters of Understanding.** Mr. Thompson indicated that he and Mr. Baumann had met with the school district and Softball Association to discuss park maintenance. Mr. Thompson noted the main difference between the softball and baseball letters of understanding was the school was picking up the softball association's share of the cost. The major change in the school lease agreement was the term was changed from one year to ten years. Motion by Burns, second by Salfer to approve the Park Lease Agreement with ISD 640 and the letters of understanding with the Softball Association and Baseball Association.

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

2. **Football Parking Lot Engineering Report.** The Council accepted the report and directed Mr. Baumann, Mr. Thompson and City Engineer David Palm to meet with the school to discuss the project.

Consent Agenda. Motion by Burns, Second by Salfer to approve the Consent Agenda as follows:

1. Clarified 2022 utility rate increase will be effective April 1, 2022.
2. Approve the minutes of the March 14, 2022, regular council meeting and April 4, 2022, Special Council meeting.
3. Purchase a bagger for the lawnmower for \$4,100.00 plus shipping.
4. Approved building permit for Matt Samyn, 1387 May Street – New House.
5. Approved building permit for Dave and Jan Remiger – 569 South Street – Gazebo and concrete work.
6. Approved building permit for Robert Kemper – 838 Pine Street –

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

Engineer's Report.

1. Cedar Street Project update. Bids will be received on May 3, 2022
2. Sanitary Sewer Rehab Project – Waiting for state legislature to act on bonding bill
3. Highway 68 Corridor Study. Will be meeting with staff to set parameters.
4. Water Treatment Plant upgrades – Will submit grant application to state in May/June.
5. Water meter replacement. Will meet with staff to scope the bids.
6. Storm Sewer Utility - No change.
7. Assessment Policy – No change.

Community Center Update – Council reviewed and filed report and budget update from Mr. Thompson. It was the consensus of the council that the bill from Baune Plumbing and Heating for work on the Lion's bar be paid directly by the Lion's Club.

County/Arvig Broadband Project – Mr. Eichten and Mr. Thompson met with County staff to discuss funding options and was checking to see if RLF funds could be used for broadband purposes. The County Board has not adopted any operational policies relating to the amount and payment of the funds, but from a practical standpoint the County would most likely be looking at three equal installments in 2023, 2024 and 2025. It was noted that Arvig had not submitted the grant application as they were waiting for the state grant cycle. The EDA discussed this matter and agreed that it would be willing to partner with the city regarding the financing – the amount and timing would depend on

the response from the state regarding the RLF funds. It was the consensus of the council that broadband was an important part of the City's future and growth. Motion by Burns, second by Baumann, that the city commit \$200,000 towards the County/Arvig project with the assistance of the EDA.

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

Bills. Motion by Burns, Second by Salfer to approve the bills as follows (delete Baune Plumbing and Heating Bill – GF - \$945.34):

General Checking:

• General Fund	\$ 87,814.62
• Water Fund	\$ 4,568.67
• Sewer Fund	\$ 7,705.90
• Refuse	<u>\$ 405.34</u>
Total	<u>\$100,494.53</u>

Ambulance Checking: \$ 2,451.69

Fire Checking: \$ 2,363.59

TOTAL: \$105,309.81

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

Motion by Salfer, second by Burns to adjourn at 7:35 p.m.

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

Larry Thompson
City Clerk/Treasurer/Administrator