

City of Wabasso
City Council
Monday, September 12, 2022
5 pm

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, Brad Salfer and Jeff Olson.

Also present were Larry Thompson, Matt Novak, Jim Jenniges, Kyle Salfer, Chad Ruprecht, Nathan Jacobson and Connor Leszczuk.

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

1. Add Leslie Schlemmer Sidewalk under Unfinished Business
2. Add Marcie Grossman Rodent Issue under New Business
3. Add General Discussion of Football Field under New Business.

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

EDA Report (Presented by Mr. Olson)

1. Update on Strategic Plan – Business spotlights, downtown beautification and business seminars. He will be attending the next Commercial Club meeting.
2. EDA plans to donate property in Eastvail for city park.
3. Upcoming public hearing to reset EDA lot prices
4. Approved RADC agreement.

Clerk's Report

1. **Clerk's Office Hours.** Mr. Thompson requested that he be allowed to work from home on Tuesdays and Wednesdays beginning November 1st. The office would remain open on those days and he would have remote access to the city's electronic files, locks, security cameras, alarms and thermostats. Motion by Olson, second by Salfer, to allow Mr. Thompson to work from home on Tuesdays and Wednesdays beginning November 1st through March 31st.
Atkins – yes; Burns – yes; Baumann – yes; Salfer – yes; Olson – yes
2. **CBD Product** – Mr. Olson indicated that the Union Kitchen had been purchased by Chad Ruprecht and he was planning to use the building for cooler space and continue to operate the bar, so the CDB Product issue was moot. Mr. Thompson indicated he would provide Mr. Ruprecht with the necessary materials to transfer the liquor license.

Street Report.

1. **Street Repairs** – Patching has been completed and seal coat rock has been swept up.
2. **5-Plex Landscaping** – Mr. Jenniges stated the landscaping should be completed by the contractor in September.
3. **Generator** is up and running. Waiting for trailer for the second generator

Water/Wastewater Report

1. Water Meters – Next week will meet with contractor to verify meter sized. Contact list will be updated this week.
2. Waste Water Pumps have been installed. Old pumps will be salvaged and combined as a backup.
3. Sanitary Sewer Project – Mr. Palm had been contacted by the USDA that the city may possibly receive the funding for the first phase from unused RD funds. Mr. Palm submitted updated engineering estimates and Mr. Thompson submitted updated city financials to the USDA.
4. Water Restriction Ordinance – Mr. Thompson presented an amendment to the city Water Ordinance relating to restrictions. Motion by Olson, second by Salfer to adopt **Ordinance 252** Relating to Water Restrictions by allowing staff to declare restrictions with ratification by the Council
Atkins – yes; Burns – yes; Baumann – yes; Salfer – yes; Olson – yes

Parks Report.

1. **Baseball Concession Stand** – Mr. Jacobson noted work was going to begin on the new concession stand with estimated cost of \$70,000, and requested the Council consider donating 10% of the cost of the project. The Council directed Mr. Thompson to review the budget and report back at the next meeting.
2. **Softball Concession Stand.** It was the consensus of the Council that the softball association be allowed to make the improvements to the Athletic Field as proposed. Mr. Jenniges was directed to work with Ms. Eis regarding installation of a new sink.

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

1. Approve Council Minutes – 8/8/22 and 8/29/22
2. Adopt Resolution No **23-2022** accepting donations
3. Approve Street Closure Permit – Wabasso Homecoming Parade
4. Approve the following Building Permits
 - a. Amanda Guetter – 345 June St. - Walkway
 - b. Dan Knott – 1250 Oak St. – Concrete Slab
 - c. Gary Thomas -671 Maple St. – Garage
 - d. Connor Leszczuk – 616 Maple St. (Nursing Home) – Concrete Slab and Fence Replacement
 - e. Connor Leszczuk – 765 Main St. - Fence
5. Winterfest – Approve street closure 12/2/22– Main – Elm to Cedar; Cedar and Oak – north st. to south st.
6. Winterfest – Approve fireworks permit – 12/2/22
7. Approve Church of St. Annes Raffle Permits
8. Approve 2023 Service Agreement with the Redwood Area Development Corporation

Golf Cart/ATV Ordinance – The Council reviewed the draft ordinance. Discussion focused on differentiation between different vehicles, what types were to be permitted, and who would enforce. It was the consensus that the city should not issue permits for any type of vehicle licensed by the state, and that the council would review a list of vehicles that may be permitted by the City. The Council directed Mr. Novak to update the ordinance to be considered at the next council meeting.

Community Center Update – The Council reviewed a report prepared by Mr. Thompson. It was noted that approximately \$17,000 remained in the budget due to the curtain being eliminated, improvements were completed except connecting the various AV devices and installing the windows. Windows are now in stock

and the supplier is scheduling a contractor. It was the consensus that Rooms A & B will be combined for a total fee of \$80.00 and cleaning automatically be included in the Wedding fees.

Cedar Street Improvements – Mr. Palm submitted Change Order No. 1 which would change the schedule by allowing construction of the southern 3 blocks and allowing the remaining blocks to be installed next spring. Mr. Palm indicated that the southern 3 blocks must be completed prior to October 31st including the base course and concrete work, and that the intersection of May and Cedar must remain open until the school year ends. Mr. Palm noted that the change would if effect give the city an extra year of warranty. Motion by Olson, second by Salfer to Approve Cedar Street Improvement Project Change Order No. 1 contingent upon approval by the Redwood County and MnDOT.

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

Leslie Schlemmer Sidewalk – The Council directed Mr. Novak to notify Ms. Schlemmer that she was in violation of the order to install the sidewalk and the city was intending to take steps to install the sidewalk and enforce the fine.

2022 Operating Budget Adjustments – Motion by Olson, second by Baumann to adopt Resolution **No. 24-2022** amending the 2022 Operating Budget as presented.

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

2023 Operating Budget and Preliminary Levy – Mr Thompson submitted the draft 2023 Preliminary Budget and Tax levy, noting the it was recommended city property taxes not be increased in 2023. Mr. Thompson recommended the Council set a workshop at its next regular meeting. Motion by Olson, second by Burns to adopt Resolution **No. 25-2022** approving the 2023 Operating Budget, setting the Preliminary 2022 Property Tax Levy for Taxes Collectible in 2023 and setting the truth in taxation hearing for December 19, 2022 at 6:00 pm at the Community Center.

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

Mayor and Council Salaries. It was noted salaries had not been increased since 2015 and that salaries could not go into effect until after the next General Election. Motion by Burns, second by Baumann to Adopt **Ordinance** 253 setting the mayor's salary at \$2,000 per year and council salaries at \$1,500 per year.

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

Library Land Lease. The Council considered a proposal by the library land tenant to change the annual lease to a three year lease for crop rotation purposes and to increase the annual amount by \$2,000. Mr. Thompson noted that the current lease automatically renewed if neither party objected by September 1st of the year. Mr. Thompson added that the Council was given wide latitude relating to the terms of the use. Mr. Salfer indicated he had reviewed land values and leases in the area and the request seemed reasonable, but he had concerns regarding changing the length without opening it up for bids. Mr. Burns expressed similar concerns and suggested that since we are passed the September 1st deadline the current lease remain if effect and the council open it up for bids for next year. The Council directed Mr. Thompson to notify Mr. Guetter of its decision.

Vermin. The Council directed city staff to set vermin traps in the area of Main St. between Cedar and Pine St.

Football Field – It was agreed that the City approach the School District to see if they had interest in taking ownership of the Athletic Field complex. Mr. Olson state he would contact the Superintendent.

Correspondence. The council received the following correspondence.

1. Minnesota Department of Health – Lead/Copper Monitoring Report
2. Standard & Poor’s Bond Rating
3. Sheriff’s reports

Bills. Motion by Baumann, second by Salfer to approve the bills as submitted:

General Checking:

• General Fund	\$ 78,789.23
• 319 Cedar St. Imp.	\$ 5,028.00
• 377 TIF 1-3	\$ 131.63
• 379 TIF 1-5	\$ 131.63
• Water Fund	\$ 9,634.01
• Sewer Fund	\$ 17,993.65
• Refuse	<u>\$ 5,504.81</u>
Total	<u>\$117,212.81</u>

Ambulance Checking: \$ 4,821.95

Fire Checking: \$ 977.32

TOTAL: \$123,012.08

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

Motion by Olson, second by Burns to adjourn at 6:30 p.m.

Larry Thompson
City Clerk/Treasurer/Administrator