

City of Wabasso
City Council
Regular Meeting
Monday, December 12, 2022

The meetings opened with recitation of the Pledge of Allegiance.

Mayor Atkins called the meeting to order with Council Members Steve Burns, Brad Salfer, Roger Baumann and Jeff Olson present. Also present were Clerk/Treas./Administrator Larry Thompson, Public Works Director Jim Jenniges Street Maintenance Worker Kyle Salfer, Chad Altermatt, City Attorney Matt Novak and EDA President Pat Eichten.

Motion by Salfer, second by Olson to approve the agenda with changes as follows:

1. Add discussion of Council Committees
2. Add Lamberton Ambulance Mutual Aid Agreement
3. Add approval Election Judge's pay.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

EDA Chairman Pat Eichten updated the Council on the following items:

1. EDA Board plans to visit the City of Franklin in January to tour the new housing development and day care program
2. EDA is planning to conduct an environmental assessment for Goblirsch Motors property.
3. State approved funding for the county Broadband project.
4. 5-Plex rental rates were increased 5% to keep up with costs/market and future capital expenditures.

Clerk/Treasurer:

- **Vacation** – Mr. Thompson will be on vacation December 15-20.
- **Violation Policy** – The Council reaffirmed its position that staff enforce ordinance violations based on citizens' complaints unless there is an immediate serious threat to safety or health, or it is a repeat offender.

Streets:

- New snow bucket has been installed
- City should issue citations for snow emergency vehicle violations. Contact the Sheriff.
- Mr. Thompson and Mr. Jenniges to meet with Jonti-Craft to discuss employee parking on June Street during snow removal.

Utilities:

- **Telemetry Switch** – Motion by Olson, second by Salfer to approve the purchase of a telemetry switch for the water tower from Quality Flow for \$14,381.00.
- Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.
- **Sediment in Water Pipes** – The council noted complaints regarding sediment in the city water. Mr. Jenniges and Mr. Olson noted the steps that the city is taking to address the concerns. Former Utility Superintendent Paul Plaetz indicated that it has been an ongoing problem that normally occurs during flushing, but it may be the higher levels of manganese recently detected. Mr. Jenniges stated he had flushed twice and the manganese treatment has been increased and

he took a water sample today for testing. If that doesn't lower the manganese the city is going to shock the filter medium. The city will continue to address the issue until it may be resolved. The water medium should be replaced and is part of the grant application made to the Department of Health last spring. Mr. Thompson noted he was informed that higher level of manganese detected increased the city's chances to receive the grant. The council noted that there was a perception in the community that the city was not taking action to address the sediment issue, and that it should inform the public of steps being taken.

- **Meter Update** – Mr. Thompson stated that he was coordinating the changeover from the current meter reading system to the new meter reading system with the city's utility billing software vendor. It was anticipated the new meters would be installed in February. Notifications will be sent.

Parks and Recreations – New Athletic Field Storage Shed roof has been installed. Existing metal roof will be replaced next spring and concrete floor installed.

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

1. Approve Council Minutes – November 14, 2022 & November 28, 2022.
2. Hire Nichole Salfer – Community Center Cleaning per Clerk's recommendation.
3. Sanitation Credit – Kevin Johanneck per Clerk's recommendations.
4. Adopt Resolution 29 - 2022 setting 2023 Holiday Schedule.
5. Approve Letter of Engagement – Accounting Services – Kinner & Company LTD.
6. Approve 2023 Sheriff's Contract.
7. Adopt Resolution 29A - Budget Adjustments/Transfers per Clerk's recommendation.
8. Adopt Resolution 30 - 2022 Accepting Donations.

Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Golf Cart/ATV Ordinance – Mr. Novak presented an updated draft of the proposed Golf Cart/ATV Ordinance to be discussed at the next regular meeting.

Community Center Update – Mr. Olson presented the following quotes:

1. Bathroom Painting - \$5,600
2. Bathroom Ceiling Tile - \$5800
3. Bathroom Fixtures - \$2,500 - \$3,500 (Clerk to Verify)
4. Epoxy floor - \$9,800

Mr. Olson recommended the city not install epoxy flooring in the bathrooms because of the cost and it would not transition well to the existing tile. **Exterior** – Mr. Olson indicated that rodent damage to the insulation was discovered and that the siding was supported only by purlins. Mr. Olson stated that the metal on the front of the building be removed and salvaged for damaged siding replacement in other parts of the building. OSB backer board would be installed along with LP board and decorative stone/concrete trim. Along with painting the remaining sides of the building the exterior estimate would be \$35,000 to \$45,000. Mr. Thompson indicated that he would make the necessary adjustments to the proposed 2023 operating budget.

Budget Update – Mr. Thompson presented an update to the 2023 Operating Budget. Mr. Thompson noted that he would forward a revised preliminary budget and proposed resolution adopting the budget and property tax levy prior to the Truth in Taxation hearing on December 19, 2022 noting the 6:00 p.m. start. Mr. Thomson also noted that the council the deadline to certify the tax levy to the County Auditor Treasurer is December 27, 2022.

2023 Staff Salaries – Mr. Thompson submitted a recommendation for the 2023 Salaries dated December 5, 2022, noting the a 5% salary increase with two exceptions for step increases. Motion by Olson, second by Baumann to Adopt Resolution 31 - 2022 adopting the 2023 employee salaries. Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

2023 Council Committees – Mr. Olson recommended the council committee/appointments be revised as follows:

- EDA – two members
- Public Works (Streets/Utilities/Sanitation/Buildings) – one member
- Parks and Recreation – one member.

The Council concurred with the recommendation.

Ambulance director John Krohn arrived at 5:55 p.m.

Lamberton Ambulance Mutual Aid Agreement - Mr. Krohn presented a proposed mutual aid agreement with the City Lamberton extended the current agreement. Mr. Krohn noted that the agreement would cover weekday hours between 6:00 a.m. and 6:00 p.m. Discussion followed regarding staffing issues and steps to address the issues. Mr. Krohn noted that runs had dramatically increased during the past three years and he was taking steps to address burnout. Motion by Olson, second by Salfer to approve the Lamberton Ambulance Mutual Aid Agreement as presented: Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

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

General Checking		
101 General Fund		\$ 19,770.30
319 Cedar Street Imp		\$ 5,177.00
601 Water		\$ 4,081.22
602 Sewer		\$ 8,059.00
603 Sanitation		<u>\$ 100.00</u>
Total GC		\$ 42,807.14
230 Ambulance		\$ 38,623.24
225 Fire		<u>\$ 2,623.94</u>
TOTAL CHECKS		<u>\$ 84,054.32</u>
ADD 101 General Fund		<u>\$ 875.00</u>

Motion by Olson, Second by Burns to adjourn at 6:10 p.m.
Atkins-yes, Burns-yes, Salfer-yes, Baumann-yes, Olson – yes.

Larry J Thompson
Clerk/Treas./Administrator