

Minutes  
City Council  
Monday, March 13, 2023  
5 pm

The meeting was opened with the recitation of the pledge of allegiance.

Acting Mayor Guetter called the meeting to order with Council members Roger Baumann, Jeff Olson and Chad Altermatt present.

Also present were Assistant Clerk Treasurer Joanne Krause, Public Works Director Jim Jenniges, City Engineer David Palm and EDA President Pat Eichten

It was the consensus of the council to approve the agenda as submitted.

**EDA Update** – Mr. Eichten presented the EDA Update:

1. Board discussed possible locations for the WAFER program.
2. Taking bids for new water softeners for the 5 plex.

**Clerk/Treasurer/Administrator.** Discussed the application process for the Clerk/Treas./Admin position. Applications will be received by the mayor.

**Street Report** –

1. The Council received an update regarding the Maintenance Worker selection process. Mr. Jenniges to order a sink for the Athletic Field concession stand.

**Sewer and Water Report:**

1. **Water meters** – Mr. Olson felt the letter sent to owners who have not scheduled an appointment should have stronger language – perhaps tripling the bill vs. doubling.

**Parks Report** - Mr. Jenniges to order a sink for the Athletic Field concession stand – Softball Association to pay for the sink and the city to install.

**Community Center** – Bathrooms will be completed by mid-April. Mr. Olson to contact DJ Bob regarding the PA system.

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

1. Approve Council Minutes – 2/13/23 & 2/20/23.
2. Approve Utility Billing for Noncompliant Accounts
3. Approve Pay Estimate No. 2 – Water Meter Improvements - \$40,480.45

Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

**Water Treatment Plant**– See Engineer’s Report.

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

1. Approve Council Minutes – January 9, 2023 & January 30, 2023 Special
2. Adopt Resolution No. 3-2023 Amending Ambulance Rates Effective January 1, 2023.
3. Adopt Resolution No. 4-2023 Establishing the City Council as the Local Board of Appeal

Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

**Library Land Lease** – After discussion, the council directed the City Clerk/Treasurer/Administrator to meet with the Library Board to discuss transferring management of the trust/lease to the Board.

**Engineer's Report** – Mr. Palm reviewed the Engineering Report dated March 13, 2023:

1. **Water Treatment Plant** - Mr. Palm reviewed the meeting summary report dated March 8, 2023 noting the various short term and long term options relating to the well and filter media issues. It was the consensus of the council that just the media be replaced at this time and defer the additional improvements until it is determined if the City will receive a grant. Preliminary estimated costs to do a pilot plant study for new media is \$10,000 to \$15,000 (The pilot plant is currently in use and is 3 to 4 weeks out for availability.) Motion by Olson, second by Baumann to replace only the filter.

Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

**Bolton and Menk Media Replacement Action Items:**

- Engineer to provide a summary of available media / sand options. Pros and cons of each and a recommendation.)
  - Engineer will provide short form specs for quotes for Media replacement. (Potential contractors with contact information will be provided by engineer.
2. **Water Meter Update** – Pay Estimate #2 for \$40,480.45. 34 residential and 8 commercial remaining. Should be mostly completed by 3/23/23. Farmward is requesting an additional ¾" meter.
  3. **Cedar Street Project** – Scheduled to restart after May 26, 2023.
  4. **Sanitary Sewer Rehab Project** – Arvig Communications line options. Consensus of Council that Arvig should relocate prior to sanitary sewer construction. Reviewed permanent and temporary construction easements. City Attorney has sent out majority of the required easements. Reviewed the project schedule. Motion by Olson, second by Baumann that the City Engineer is to note on construction drawings that utilities are to relocate utilities prior to construction with no cost sharing.

Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

**Employee Health Insurance** – Mr. Olson state that the City should consider providing city paid health insurance for its employees – single employee and not family. He would like to see the city pay 75% of premiums but it may end up at 50% - details to be worked out. The policy would not include Fire, Library or Ambulance. Mr. Olson would gather additional information regarding rates and coverages. Motion by Baumann, second by Altermatt, to add group health insurance to the city employee benefits. Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

**Community Center ATM Machine** - Discussion regarding the Lions Club request to install an ATM machine in the Community Center, which would be operated by the Lions Club. The request was made primarily for the convenience of wedding guests. Questions were raised regarding the benefits of the machine and whether it would be better if the city installed a credit card reader system. Staff was

directed to investigate the cost of a credit card reader system not only for events but also for other payments to the city.

**Correspondence** – The following correspondence was presented:

1. February Sheriff’s report
2. February Library Minutes
3. Notification of City Pay Equity Compliance
4. Minnesota EMS Certificate of Medical Excellence – Wabasso Ambulance Service

**City Bills** - Motion by Olson, second by Baumann to approve the bills as follows:

General Checking		
101 General Fund	\$ 42,899.68	\$ 7,363.03
601 Water	\$ 8,957.24	\$ 20,700.56
602 Sewer	\$ 13,761.95	\$ 20,745.75
603 Sanitation	\$ 5,983.92	\$ 0.00
Total GC	\$ 71,602.59	\$ 48,809.34
230 Ambulance	\$ 3,942.72	\$ 6,594.15
225 Fire	\$ 731.76	\$ 3,562.38
TOTAL CHECKS	\$ 76,277.07	\$ 58,965.87

Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

Motion by Olson, second by Baumann to adjourn at 8:30 p.m.

Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes.

Joanne Krause  
Administrative Assistant