

Minutes  
City Council  
Monday, May 8, 2023  
5 pm

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

Mayor Atkins called the meeting to order with Council members Amanda Guetter and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Larry Thompson, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp and City Attorney Matt Novak.

It was the consensus of the council to approve the agenda as submitted with the following additions: Clerk/Treas./Administrator Vacation; Consent Agenda – Approve Township Fire Standby Agreements and Building Permit – Sidney Pitzl

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

1. No May meeting as there was no quorum.
2. Zoning Ordinance draft will be reviewed by the EDA and Planning Committee in May and forwarded to the Council for its consideration.
3. All RLF loans are paid up to date.

**Clerk/Treasurer/Administrator.** Vacation – Motion by Guetter, second by Baumann, to approve the CTA's vacation as follows: June 6-9 and June 13, 2023.

Atkins – yes; Guetter – yes; Baumann – yes

Council member Olson arrived at 5:10 p.m.

**Street Report** – Limited patching and no sealcoating this year due to Cedar Street and Sewer Rehab projects. Alleys have been graded. Sweeping will take place in the near future – waiting for the seeds to fall.

**Sewer/Water Report**

1. Water – Hydrant flushing has been completed.  
Atkins – yes; Guetter – yes; Baumann – yes; Olson - yes
2. Sewer Lift Station Panel – Breaker on panel is tripping and will need to be replaced.

**Parks** – Mr. Baumann noted that the City had turned down a request by the school to use the tennis courts for a tennis camp this center due to the condition of the courts. Mr. Baumann also stated that Mr. Thompson and he were going to meet with the baseball association and school to discuss the baseball field maintenance letter of understanding and to discuss ownership of the Athletic Field.

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

1. Waive Community Center Fees – Bethany Evangelical Lutheran
2. Approve Council Minutes – April 10, 2023

3. Approve Partial Pay Est. #3 – Water Meter Project
  4. Adopt Resolution No. 9-2023 Approving Sewer Emergency Response Plan
  5. Approve Liquor License Applications
    - a. Diane Arends dba Roadhouse – Off Sale, On Sale and Sunday
    - b. Chad Ruprecht dba Babble – Off Sale, On Sale and Sunday
    - c. Lions Club – On Sale and Sunday
  6. Approve Cell Phone Reimbursement – Administrative Assistant
  7. Approve 2023/2024 Township Fire Contracts
  8. Approve Building Permits
    - a. Jeff Olson – Grading
    - b. Don Millard – 753 Main St. – Replace Shed and Move Fence
    - c. Ryan Pope – 800 Rose Street – Mailbox
    - d. Tiffany Eichten – 1000 North St. or 731 Main St. – Concrete Work
    - e. Sidney Pitzl – 1011 Cedar St – Fence
- Atkins – yes; Guetter – yes; Baumann – yes; Olson – abstain (building permit\_

**Water Filter Media Replacement** – Motion by Olson, second by Baumann to approve the Water Filter Media Replacement Plans and Specifications as submitted by Bolton and Menk:  
Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

**Community Center Improvements:**

1. Restrooms have been completed.
2. Exterior improvements – waiting for the bid from Redwood Building Center. Mr. Novak noted that the city would require two bids due to estimates being over \$25,000. Mr. Olson noted the Council had reviewed the proposed exterior improvements and Mr. Thompson noted that the estimated costs were not included in the 2023 budget, but the Council had directed him to prepare a budget adjustment to cover the costs.

**Bethany Bell Tower.** Mr. Jenniges reported that he had met with Rod Salfer and the plan was to place a 30' high tower in the southeast corner of the cemetery. Discussion if the tower should be placed on the west or east side. Motion by Guetter, second by Baumann to approve placing the bell tower on 6 city plots in the southeast corner of the cemetery at Bethany's expense.  
Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

**Wabasso Rabbit** – The council considered a proposal by Councilman Olson to place the second Wabasso rabbit in front of the Community Center. Discussion followed regarding possible prior commitment to place the rabbit along county Road 6, or if there were better locations such as the football field. The matter was tabled until the next regular council meeting.

**USDA RD Sewer Rehab – Temporary Financing.** Mr. Thompson stated that the USDA would not issue the permanent loan for the Sewer Rehab project until the project was completed, and the city would need to borrow funds on a temporary basis until the city received the permanent loan. Mr. Thompson presented the Minnesota Rural Water Association temporary loan financing program that would provide \$2,936,000 gap financing at 4.85%. Motion by Olson, second by Baumann to Adopt Resolution No. 10-2023 Authorizing Execution of an Advance Agreement and Participation in JPA for USDA RD Sewer Project and Accepting Offer of the MRWA Finance Authority to Purchase Revenue Bond Anticipation Note.  
Atkins – yes; Guetter – yes; Baumann – yes; Olson – yes

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

1. March Sheriff's report
2. MPCA Certificate of Commendation to Public Works Director Jim Jenniges
3. Library April 2023 Minutes

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

General Checking	
101 General Fund	\$ 21,005.75
320 USDA RD Sewer Rehab	\$ 120.00
601 Water	\$ 13,407.96
602 Sewer	\$ 6,842.90
603 Sanitation	<u>\$ 3,975.56</u>
Total GC	\$ 45,352.17
230 Ambulance	\$ 4,901.83
225 Fire	<u>\$ 503.34</u>
TOTAL CHECKS	<u>\$ 50,757.34</u>

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

Mr. Thompson noted that a special meeting may be called before the next regular meeting to review the proposed zoning ordinance and that the city had received a transient merchant permit for a food truck that he would issue once he had received specific dates. Mr. Novak noted that he, Mayor Atkins and Mr. Thompson would be reviewing the Clerk Treasurer Administrator applications and would be recommending the finalists to the council for interviewing.

Motion by Baumann, second by Olson to adjourn at 6:20 p.m.

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

Larry J Thompson  
Clerk/Treasurer/Administrator