

Minutes  
City Council  
Monday, June 12, 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 Chad Altermatt, Jeff Olsen and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Larry Thompson, Public Works Director Jim Jenniges, EDA President Eichten, City Engineer David Palm and City Attorney Matt Novak. Also present was Brandon Baune.

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

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

1. Zoning Ordinance and Map were reviewed and approved.
2. Tanner Bock is interested in purchasing the vacant EDA lot on CR 6. Matt Novak to research.
3. Reviewed Redwood County Strategic Plan – specifically the housing component.
4. Matt and Andreas Samyn were given a \$17,000 refund as they met the valuation threshold.
5. Plunkett Pest Control proposal was tabled.
6. Finances were all in order.

**Amanda Guetter arrived at 5:10 p.m.**

**Clerk/Treasurer/Administrator.**

1. Request from Redwood County EDA regarding an at large opening on the EDA Board.
2. The Council agreed to hold a **special meeting** on June 26, 2023, at 5:00 p.m. to consider the 2022 City of Wabasso Financial Report
3. **Appointment of Brandon Baune as City Clerk/Treasurer/Administrator.** Motion by Guetter, second by Altermatt, to approve the employment agreement with Brandon Baune as City Clerk/Treasurer/Administrator.  
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes

Street Report – City is marking right of way for Arvig fiber optic installation.

Sewer/Water Report

1. **Sewer/Water Ordinance – Illegal connections and discharges.** Mr. Jenniges noted a number of illegal connections and discharges into the sanitary sewer system and connections without meters. Mr. Thompson recommended a permit process prior to connecting to the system and penalties for illegal connections without a permit and illegal discharges. Mr. Novak to review current ordinances and recommend possible amendment.
2. **Well Repair Update** – Report from Thein Well company. Well 1 casing has a crack allowing sand to infiltrate and the motor was going out on well 2. Mr. Jenniges estimates the repairs to be at

least \$10,000. Motion by Olson, second by Baumann to have Thein Well fix the wells provided the cost is under \$25,000.

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

3. **Sewer Lift Station Panel** – Breaker on panel is tripping. Waiting for an estimate from Quality Flow.
4. **Dan Mathiowetz Water Credit Request.** Mr. Thompson was directed to notify Mr. Mathiowetz that he should file an appeal per city ordinance.

**Parks** – Mr. Baumann noted the city park shelter was in need of repair and would submit a recommendation for the 2024 Budget. Mr. Baumann also noted the changes in the Athletic Field and Baseball Field letters of understanding, and that the city would be purchasing new garbage cans to help with the Athletic Field cleanup.

**Engineer:**

1. **Water Filter Replacement Update.** Bids submitted by three contractors. The lowest bid was from Rubin Construction for \$126,200. (KHC Construction - \$126, 500; Magney Construction - \$139,600) The 2023 PPL/IUP Grant for water system improvements was submitted on March 7, 2023, for \$1,965,000. Motion by Altermatt, second by Guetter, to award the Water Filter Media Contract to Rubin Construction for \$126,200.  
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes
2. **Water Meter Improvements** – Project has been completed and came in \$23,516.00 under budget. Organization of record drawings needs to be completed. Recommend PPE nos. 3 and 4 be approved. Motion by Olson, second by Baumann to approve Contractors PPE No. 3 (\$10,733.10) and PPE No. 4 and Final (\$13,691.45) to Metering Technology.  
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson – yes
3. **Sanitary Sewer Project** – Update on schedule. All required information has been submitted to USDA/RD including the Plans and Specifications and easements. All permits have been submitted and approved. Still waiting for a \$2,000,000 PFA grant from the state. Right of way being staked for Arvig fiber optic project.
4. **Cedar Street.** Project is restarting on 6/15 with a neighborhood informational meeting on 5/14.

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

1. Approve Council Minutes – May 8, 2023; May 22, 2023, Special; May 24, 2024, Special
2. Adopt Resolution No 12-2023 Approving Budget Adjustment – Community Center Exterior
3. Approve Letter of Understanding – Wabasso Public Schools and Baseball Association
4. Approve Letter of Understanding – Wabasso Public Schools and Softball Association
5. Approve Rodent Control Program – Plunkett's. City Buildings
6. Approve River Valley Low Voltage Service Block of Time
7. Approve Building Permits
  - a. Marvin Davis – 570 South Street – Patio Roof
  - b. Brad Salfer – 997 North Street – shed/extend fence.
  - c. Jennifer Johnson – 756 Main Street - Shed.
  - d. Mike Remiger – 573 South Street - Pergola

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

**Community Center Improvements.**

1. Waiting for bids/estimates for exterior improvements.
2. Web meeting equipment will be on the next council meeting for approval.

**Zoning Ordinance.** Presentation given by Mr. Novak, noting that the EDA had made some minor adjustments from the previous Draft. Mr. Novak stated that he would publish a summary of the ordinance upon adoption by the council. Motion by Olson, second by Guetter to adopt Ordinance No 213: Zoning and Land Use Map.

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

**Wabasso Rabbit** –The matter was tabled until the next regular council meeting.

**On Sale Liquor Ordinance** – Motion by Guetter, second by Altermatt, to adopt Ordinance No 224 Changing the closing hours from 1:30 a.m. to 2:00 a.m.

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

**Assessment Policy** – Presentation by Mr. Thompson noting the recommended changes from the existing policy and rationale. Mr. Thompson indicated that staff would fine tune the policy and present the impact on the Cedar Street Project assessments. Mr. Palm presented a brief overview of the assessment process.

**Stormwater Utility.** Presentation by Mr. Thompson noting the various options to consider and the rational for adopting a stormwater utility. Mr. Thompson recommended the Council hold a workshop to focus on the stormwater utility and possibly the assessment policy.

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

1. March Sheriff's report

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

General Checking	
101 General Fund	\$ 15,386.05
320 USDA RD Sewer Rehab	\$114,059.55
601 Water	\$ 28,299.26
602 Sewer	\$ 9,704.07
603 Sanitation	<u>\$ 6,396.50</u>
Total GC	\$173,845.43
230 Ambulance	\$ 3,210.40
225 Fire	<u>\$ 52.80</u>
TOTAL CHECKS	<u>\$177,108.63</u>

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

Motion by Olson, second by Baumann to adjourn at 7:40 p.m.

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

Larry J Thompson  
Clerk/Treasurer/Administrator