

Minutes
City Council
Monday, August 14, 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, Chad Altermatt, Jeff Olsen and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp, City Engineer David Palm, City Attorney Matt Novak, EDA Director Pat Eichten, Ambulance Director John Krohn and ambulance crew member Gordon Clarke. Also present was Larry Thompson.

Motion by Olson, second by Baumann to approve the agenda with the following changes:

1. Adopt Resolution Accepting FEMA Assistance to Firefighters Grant
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson - yes

EDA Update – Mr. Eichten presented the EDA update:

1. The ladies from the 5-plex attended the meeting voicing their concerns about maintenance issues with the building. Jim and Josh are working on general maintenance items and getting quotes for the board on larger items for the next meeting.
2. The board is still researching daycare. Mr. Baune is doing some research on this and will report at the next meeting.

Clerk/Treasurer/Administrator.

1. **Dan Mathiowetz – Request for Hearing** – It was recommended by Mr. Novak that council members come up with the names of residents who will make up a pool of impartial members. These members could be called on to make a panel for this and future hearings. A list was provided to Mr. Baune, and he will reach out to individuals asking if they are willing to be part of the pool.
2. **Wabasso Rehabilitation and Wellness Center Discussion** – John Krohn provided data on overall run volume and run volume to the center noting that both runs were up year-over-year as well as runs to the center. He explained that while all patients being transported from the center to the hospital needed to be transported, some were non-emergency situations. Mr. Krohn presented two options to lessen the burden of the department. First, we could have Centra Care dispatched for non-emergent calls. Second, we could work with the county to adopt a county-wide non-emergent transportation system. It was the consensus of the council that the city proceeds with option 1 in the short-term and option 2 long-term.
3. **Ambulance Radios** – Motion by Olson, second by Baumann to purchase radios for the Ambulance at the estimated cost of \$10,000.
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson - yes

4. **Springfield Ambulance Mutual Aid** – John also spoke about the draft contract provided for mutual aid between Springfield and Wabasso Ambulance. John explained that even if we do not have a contract with Springfield Ambulance, we may still be called to assist. This agreement will allow us to bill for the services as well as cover any liability that we may be taking on. Motion by Guetter, second by Altermatt to approve the Ambulance Service Agreement Between the Lamberton Ambulance Service and Wabasso Ambulance Service provided it comes back from the Springfield City Attorney without any significant changes to the one presented to the Council.
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – no; Olson - no
5. **Employee Drug Policy** – Mr. Novak presented on gaps within our Employee Drug Policy now that cannabis has been legalized in Minnesota. He also noted guidelines that the League of Minnesota Cities has put forth to assist cities on navigating this new law. The Council directed Mr. Novak to update the current drug policy for approval at next month's meeting.
6. **Public Smoking Policy** – Mr. Novak noted that the city does not prohibit smoking in public places such as parks. This now applies to cannabis. The council agreed not to take any action at this time and will visit in the future should it become a bigger issue.
7. **New Minnesota Employment Law** – Mr. Novak presented the changes to Minnesota law regarding sick time accrual. He noted that the city would need to change the way sick time accrued with the new law. After brief discussion, the council agreed to table this until later this fall to see if further interpretation of the law is provided.

Street Report – Mr. Jenniges presented the street report.

1. Mr. Jenniges presented a quote from both Barga Incorporated and M.R. Paving & Excavating, Inc. for \$66,031.88 and \$52,825.50 respectively for street patching. Motion by Olson, second by Guetter to approve the quote by M.R. Paving & Excavating, Inc. for \$52,825.50.
Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes, Olson - yes

Water/Wastewater Report – Mr. Jenniges presenting the water/wastewater report.

1. Mr. Jenniges noted that the water tower will not be taken offline for painting this fall. We will not be able to get the necessary tanks in time. The work will now be done in 2024.
2. The filter is scheduled to be replaced shortly after Labor Day.
3. Lift Station 2 repairs will be installed this fall.

Parks Report- Mr. Jenniges also presented the parks report.

1. 17 Ash trees were recently removed in the park as they were diseased. The council directed Mr. Jenniges to work with the Redwood Nursery on replacement trees.
2. Brandon to speak with the school on replacement/fixing fencing that was damaged this past winter.
3. Frericks Construction still planning to pour cement floor in storage building at the athletic field this fall.

Engineering Report – Mr. Palm provided and presented the Engineering Report

1. **USDA-RD (sewer rehab project)** – Mr. Palm informed the council that USDDA had approved the plans and specifications and had authorized the city to go solicit for bids. Mr. Palm added that the city had received all permit approvals. Mr. Palm recommended the bid award deadline be extended from 60 days to 90 days to allow the USDA to move into the next fiscal cycle. It was suggested the bid date be moved to October instead. Motion by Olson, second by Baumann to adopt resolution No. 15-2023 to approve the plans and specifications for the sewer rehab project and ordering advertisements for bids.

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

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

1. Approve Council Minutes – July 10, 2023, and July 24, 2023 Special Workshop
2. Appoint Assistant Clerk – Set Terms of Employment
3. Approve Consultant Agreement – Larry Thompson
4. Approve 2024 RADC Membership/Cost Sharing with EDC
5. Approve Wabasso Public School's Request for closure of streets for homecoming parade.
6. Cedar Street Project - Approve Pay Estimate No. 4 - \$304,380.46
7. Cedar St Project - Reimbursement to Redwood County - \$102,130.11
8. Approve Control Pannel Quote – Consensus from Council via email.
9. Adopt Resolution No. 16-2023 for keeping Voting Operations, Technology & Election Resources (VOTER) at the county level to be spent by the county.
10. Approve St. Anne's Fall Festival Bingo and 3.2 malt liquor license.
11. Approve Quote from River Valley for video Conferencing for \$6,021
12. Approve Consulting Agreement – Tech Unlimited
13. Adopt Resolution No. 17-2023 Accepting FEMA Assistance to Firefighters Grant
14. Approve Building Permits:
 - a. Todd Horkey – 1458 Elm Street – Fire Pit
 - b. David and Mallory Schmidt – May Street – New Home and Waive Penalty

Library Land Lease – Mr. Novak presented a draft Library Land Lease.

1. Mr. Altermatt recommended adding a clause for liability insurance. Mr. Novak will update and present it at the next meeting for approval.

Community Center Improvements Update – Exterior Improvements –

1. Mr. Olson explained quote from Redwood Building Center and noted that we are still waiting on a quote from Bierl Construction, LLC. It was also noted that regardless of who we pick to do the work, it will likely not get done until next Spring.

Wabasso Rabbit - The council agreed to leave it where it is and instructed Mr. Jenniges to research a possible structure to keep it there permanently.

Special Assessment Policy – Mr. Novak presented the updated Assessment Policy highlighting the changes. He also presented an Ordinance to the Special Assessment Policy allowing for deferrals. Motion by Baumann, second by Olson to approve Special Assessment Policy.

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

Motion by Olson, Second by Guetter to approve Ordinance #232A Special Assessment Deferrals.

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

Stormwater Utility – it was the consensus of the council to adopt the storm water utility ordinance as reviewed at the council workshop and set the rates at the budget deliberation.

Motion by Olson, second by Guetter to adopt Ordinance No. 254 relating to storm water utility.

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

Zoning Board of Appeals – It was the consensus of the council that it appoints one member and one alternate from each category and that the council reps to the EDA could not serve as the EDA reps. Motion by Olson, second by Baumann to appoint Amanda Guetter as the council rep and Chad Altermatt as the alternate to the Zoning Board of Appeals

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

It was the consensus of the council that the at large member be taken from the utility panel. Mr. Baune to verify with the recommended individuals if they are willing to serve on the panel.

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

General Checking

101 General Fund	\$21,179.48
319 Cedar Street Improvements	\$4,354.50
320 USDA RD Sewer Rehab	\$77,365.50
601 Water	\$25,864.35
602 Sewer	\$34,158.90
603 Sanitation	<u>\$3,342.86</u>
Total GC	166,265.59

230 Ambulance	\$7,206.68
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225 Fire	<u>\$1,017.21</u>
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Total Checks	<u>\$174,489.48</u>
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Atkins – yes; Guetter – yes; Altermatt – yes; Baumann – yes; Olson - yes

Motion by Olson, second by Baumann to adjourn at 7:30 p.m.

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

Brandon Baune

Clerk/Treasurer/Administrator

