

Minutes
City Council
Monday, November 13th, 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 Jeff Olsen and Roger Baumann present.

Also present were EDA Director Pat Eichten, Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp, City Engineer Matthew Miller, City Attorney Matt Novak, and Rachel Ingebretson.

EDA Update – Mr. Eichten presented the EDA update. He noted that the EDA decided to re-price the 990 North Street lot for \$5,000 and were offering Tanner and Becky Bock to purchase the lot if they choose. It is believed that the lot would likely never have been built on so the EDA thought it would be best for someone to purchase it and do some landscaping. The other lots remained the same price for the time being.

Engineering Report – Mr. Miller provided the engineering report.

1. Sewer Rehab Project – Mr. Miller recapped the bids for the project, noting that the lowest bid was about 2.4 million above the engineer's estimates. This leaves the city with approximately a 2.85 million funding gap. PFA has agreed to up their commitment an additional 1.5 million, leaving the gap at 1.35 million. Mr. Baune has been instructed to apply for the additional 1.35 million through Rural Development. It was also noted that we needed to go through Rural Development for these additional dollars before approving the bid. It is expected that we will award the bid at the next meeting.
2. Water Treatment Plant – Mr. Miller noted that published their draft list of funding projects, ranking them on a scale of likely to less likely to receive funding, and we are within the funding range. Bolton and Menk are estimating a 50/50 split between loans and grants on the project. They also noted that surveying for the project could begin this winter if the weather permits.
3. GIS Mapping – Brandon, Matt Miller, and Jim Jenniges met with representatives of Bolton and Menk last month to discuss how they can assist the city with GIS mapping. It was decided that the city would purchase the locating tool along with a metal detector while working with Bolton and Menk on getting this information on a usable platform for the city. The costs from Bolton and Menk are unknown at this time as it depends on how much the city is able to do on their own. It was also noted by Mr. Jenniges that additional equipment and fees such as an iPad with cellular service was required for everything to work as it needs to. Motion by Olson, second by Baumann to approve the quote from Utility Logic in the amount of \$13,669.99.
Atkins – yes; Baumann – yes; Olson – yes

Clerk/Treasurer/Administrator.

1. **Dan Mathiowetz – Request for Hearing** – Mr. Baune reported that a hearing was set for Tuesday, November 14th.
2. **Banyon Data Systems Proposal for Direct Deposit** – Mr. Baune presented a proposal from Banyon for direct deposit. He noted that council members had expressed interest in having this as an option for city employees in the past and believed it was important for keeping the city up-to-date. Motion by Olson, second by Baumann to approve the proposal from Banyon for direct deposit in the amount of \$995 with a \$195 annual fee. Atkins – yes; Baumann – yes; Olson – yes
3. **Paya Contract for Citizens Portal and Card Payments** – Mr. Baune noted that the council directed him to move forward with this at the last meeting. The city has since been sent the contract and would like council approval to sign the contract and begin the process of getting set up. Motion by Olson, second by Baumann to approve the contract for the Citizens Portal and Card Payment with Paya. Atkins – yes; Baumann – yes; Olson – yes

Street Report – Mr. Jenniges presented the street report.

1. Mr. Jenniges noted that Redwood County had contacted him about trimming the trees on main street, also a county highway. He had spoken to two people from the county, one was willing to split the cost 50/50, the other was not. Shortly before the meeting, the city was presented with a quote for \$1,326.76 from Brown Tree Service LLC. The council directed Mr. Baune was instructed to contact the county to let them know we are willing to split the costs with them, but we are unwilling to pay the whole amount.

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

1. Approve Council Minutes – September 27, 2023 Special and October 9, 2023 Regular Meeting.
2. Approve Contractors Application for Payment from Rubin Construction, LLC in the amount of \$126,200 for Media Replacement.
3. Approve Cedar Street Project – Reimbursement to Redwood County in the amount of \$274,489.70.
4. Approve Gambling Permit for Ducks Unlimited Raffle on 12/8/23
5. Approve Resolution 24-2023 Amending the 2023 Operating Budget for Budget Adjustments
6. Approve 2024 Contract between the City of Wabasso and Redwood County to provide Law Enforcement Services
7. Approve Wabasso Area Commercial Club's application to the Redwood County Highway Department for Temporary Closure of County Road permit for County Highway 133 (Main Street) for Winterfest on December 1, 2023
8. Approve Wabasso Area Commercial Clubs Application for Closure of Main Street for Winterfest on December 1, 2023
9. Approve City Liability Coverage – Do Not Waive Monetary Limits on Tort Liability.
10. Approve Resolution 25-2023 Accepting DNR 2024 Volunteer Fire Assistance Matching Grant (VFA) in the amount of \$2,500.

11. Approve Lease Purchase Agreement for 2023 6R 140 Tractor and 640R STD Farm
Loader

Atkins – yes; Baumann – yes; Olson – yes

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

General Checking

101 General Fund	\$44,556.28
225 Fire	\$732.26
230 Ambulance	\$4,227.54
319 Cedar Street Improvements	\$62,357.15
320 USDA RD Sewer Rehab	\$16,300.00
601 Water	\$94,060.23
602 Sewer	\$17,368.10
603 Sanitation	<u>\$3,452.02</u>
Total Checks	\$243,054.18

Atkins – yes; Baumann – yes; Olson – yes

The meeting was adjourned at 6:00 p.m.

Brandon Baune
Clerk/Treasurer/Administrator