

City of Wabasso  
Board of Appeal and Equalization  
And Special Meeting  
Tuesday, April 21, 2020  
6:30 pm

Kathy Hillmer confirmed a quorum was present and there was at least one trained council member present.

The Electronic Board of Appeal and Equalization was opened at 6 pm by Mayor Carol Atkins with Council Members Rachel Ingebretson and Carole Remiger present. Steve Burns joined in shortly after with Wade McKittrick signing on about 6:40 pm.

Also present were Kathy Hillmer, Brad Zimmer, Doug Parsons, Matt Novak and Mary Smith.

The results of the most recent sales study were discussed. There was a time trend ratio in the sales study as well. The property values in the study average a ½ % per month increase between October 1, 2018 and September 30, 2018. That amounted to about \$123,000 increase in homes about \$10,000 additional in miscellaneous structures (sheds, etc.) and about a \$123,000 increase in commercial.

Doug Parsons informed the council that he is retiring. The council thanked him for his many years of assessing the commercial properties for the city and wished him a happy retirement.

The Board of Appeal and Equalization was closed at 7:00 pm.

The Special Meeting of the Wabasso City Council was opened at 7:05 pm by Mayor Atkins with all council members present.

Also present were Kevin Baune, Matt Novak and Mary Smith.

Kevin Baune requested the City bring the water line to his property. Steve Burns explained the costs of doing so would be just under the \$1600.00 which is the hookup fee. A question about the costs of the boring having been reported as \$1200.00 was raised. Paul Plaetz was able to obtain a quote for the boring that was \$400.00 less than the first quote. A motion was made by Ingebretson, seconded by Remiger for the city to get the waterline to Kevin Baune's property at a cost not to exceed \$1540.00.

Atkins-yes, Remiger-yes, Ingebretson-yes, McKittrick-yes, Burns-yes.

The new personnel policy was reviewed and discussed. Some changes were made to the proposed policy including increasing the sick time from 24 to 40 hours per year with no carryover. A motion was made to approve the new policy with the changes by Burns, seconded by Ingebretson.

Atkins-yes, Ingebretson-yes, McKittrick-yes, Burns-yes. Remiger-abstain.

The proposed job description for the City Clerk/Treasurer/Administrator was also reviewed.

After Council members questions were answered and possible beginning salary was decided on, a motion was made to approve the job description by McKittrick, seconded by Ingebretson.

Atkins-yes, Remiger-yes, Ingebretson-yes, McKittrick-yes, Burns-yes.

The council asked for Mary Smith, Matt Novak and Wade McKittrick to work on a job and get it out right away.

Several items were mentioned as topics for the May 11 meeting.

The meeting adjourned at 8:40 pm.