

Minutes
City Council
Monday, March 11th, 2024
5 pm

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

Acting Mayor, Amanda Guetter, called the meeting to order at 5:02 p.m. with Council members Jeff Olsen and Roger Baumann present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, Maintenance Worker Josh Hoffenkamp, City Attorney Matt Novak, City Engineers David Palm and Travis Selby and Dianne Arends.

The agenda was approved with the following changes:

1. Addition of Resolution 9-2024 – Resolution of Application to Minnesota Public Facilities Authority for Interim Financing Loan in the amount of \$1,965,000 for the Water Treatment Plan and Well Upgrade Project.
2. Removal of Kevin Baune and Brad Pitzl Building Permits from the consent agenda to the regular agenda.

EDA Update – Mr. Baune provided a brief EDA update in Mr. Eichten’s absence. Mr. Baune noted that the new DEEM/Roadhouse RLF Loan was completed as expected.

Diane Arends of Wabasso Roadhouse – Diane Arends spoke about exciting upcoming events involving the Roll-ins. She noted that we can expect larger than usual crowds, but at this time was not requesting additional street closures or anything else from the council regarding these events. Additionally, Diane had noted that members in the community have been talking about Wabasso’s upcoming quasiquicentennial in the summer of 2025. She asked if the council would consider forming a committee to begin planning. Diane offered her support in any way she could with her busy schedule. The council discussed this further a bit later in the meeting.

Clerk/Treasurer/Administrator – Mr. Baune gave the council an update on things going on in the office. He noted that he and Michelle, with the help of the team at Paya, have spent a lot of time correcting data in Banyon to get ready to take card payments. With the large amount of clean-up needed, Mr. Baune noted the city will have to push back the date when they expected to be ready to take card payments, but he hopes it won’t be too much longer. Also, Mr. Baune noted that he was waiting to hear from Banyon on further set-up of the timecard module. He expects to have that running in the next week or so and expects to use it alongside Quickbooks for a while to make sure everything is working as it should be.

Engineering Report – David Palm provided an update on the Sanitary Sewer Improvements Project while Travis Selby provided an update along with an agenda on the Water Treatment Facility and Well Improvements. The overview is as follows:

1. Sanitary Sewer Improvements

- a. Pre-construction meeting 2 weeks ago
- b. Scheduled to begin work end-of-March
- c. Submittals coming in
- d. Televising currently
- e. Neighborhood meeting next Tuesday
- f. PFA Grant for 2.9 million

2. Water Treatment Plant Improvements & New Well

- a. New Well
- b. New Watermain
- c. New Backwash tank
- d. New Chemical Feed Equipment
- e. Filter Improvements
- f. Face Piping Improvements
- g. Aerator Improvements
- h. Controls and SCADA Improvements
- i. Additional items

Motion by Olson, second by Baumann to approve Plans and Specifications provided by Bolton and Menk for the Water Treatment Facility and Well Improvements.

Guetter – yes, Baumann – yes, Olson – yes.

Street Report – Mr. Jenniges and Mr. Baune provided the street report.

1. Street Sweeper – Mr. Jenniges noted that he and Josh would be going to get the street sweeper tomorrow as repairs previously approved were complete.
2. Ms. Guetter noted that some of the alleyways were very rough in town. Mr. Jenniges stated that this was because many of them will be torn up due to the sanitary sewer project but agreed to take a look at them and see if some should get work done prior.

Water/Wastewater Report - Mr. Jenniges provided the water/wastewater report.

1. Mr. Jenniges took his Class C water training and test last week. We should hear the results in the next few weeks.
2. Certificate of Insurance received from Absolute Drain out of Morgan, MN. Mr. Jenniges will contact them and a couple of residents to jet water lines to see if there is any difference in water quality at these residences.

Parks Report – Mr. Jenniges and Mr. Baumann gave the parks report.

1. It was noted that the lights were fixed in the building at the athletic field.
2. Discussion was had about getting water turned on at ball fields. With the cool forecast, it was agreed that it is too early to have turned on and that the city will maintain contact with teams going forward.

Resolution 7-2024 – GO Sewer Revenue BAN of 2024A – Mr. Baune presented Resolution 7-2024 and subsequent documentation. Resolution 7-2024 is for an additional \$1,449,000 of interim financing through Minnesota Rural Water Finance Authority. This financing is required

due to the City's increased financial obligation on the Sewer Rehab Project with the increase in bids and awards. Motion by Olson, second by Baumann to approve Resolution 7-2024 Authorizing Execution of an Advance Agreement and Participation in Joint Powers Authority for a Sewer Project for the City of Wabasso, Minnesota and Accepting the Offer of the Minnesota Rural Water Finance Authority to Purchase a \$1,449,000 General Obligation Sewer Revenue Bond Anticipation Note of 2024A and Providing for its Issuance.

Guetter – yes, Baumann – yes, Olson – yes.

Resolution 9-2024 – Application to Minnesota PFA. Motion by Olson, second by Baumann to approve Resolution 9-2024 Application to Minnesota PFA for a loan from the Drinking Revolving Fund to improvements to water system as described in the loan application in an Estimated Amount of \$1,965,000.

Guetter – yes, Baumann – yes, Olson – yes.

Discipline Policy – Mr. Novak provided the council with a draft discipline policy. He explained that our employment policy refers to a discipline policy, but the policy has not been drafted. Motion by Olson, second by Baumann to approve New City Discipline Policy.

Guetter – yes, Baumann – yes, Olson – yes.

City 125th Celebration – Further discussion was had about the City's quasiquicentennial, or 125-year celebration, which will be in the summer of 2025. The council directed Mr. Baune to draft a letter to local schools, churches etc. with a date and time for an initial meeting and requested that each entity send a representative to serve on the committee. A goal of early May was set for the first meeting. Ms. Guetter has agreed to be the representative for the City Council.

Community Center Improvements – Mr. Olson noted that he had an April 1st meeting set with contractors for the upcoming community center improvements and would have an update next month.

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

1. Approve the Minutes for the February 12, 2024, Council Meetings
2. Approve Resolution 8-2024 – Amending the 2024 Operating Budget
3. Approve Quote from Baune Plumbing and Heating in the amount of \$2,351.15 for heating and air conditioning unit in the ambulance garage training/office room.

Guetter – yes, Baumann – yes, Olson – yes.

Building Permits – Motion by Olson, second by Baumann to approve Kevin Baune and Brad Pitzl building permits contingent on having each one submit a new photo with an arial view by March 15th at Noon.

Guetter – yes, Baumann – yes, Olson – yes.

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

General Checking

101 General Fund

\$62,110.34

225 Fire	\$2,774.56
230 Ambulance	\$6,577.76
601 Water	\$14,917.85
602 Sewer	\$6,707.83
603 Sanitation	<u>\$2,894.49</u>
Total Checks	\$95,982.83

Guetter – yes, Baumann – yes, Olson – yes.

Motion by Olson, second by Baumann to adjourn at 6:05 p.m.

Guetter – yes, Baumann – yes, Olson – yes.

Brandon Baune
Clerk/Treasurer/Administrator