

Minutes
City Council
Monday, July 8th, 2024
5 pm

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

Mayor Atkins called the meeting to order at 5:00 p.m. with council members Roger Baumann, Chad Altermatt and Jeff Olson present.

Also present were Clerk/Treasurer/Administrator Brandon Baune, Public Works Director Jim Jenniges, City Attorney Matt Novak, Engineer Matthew Miller, and Shannon from Sweetman Sanitation.

EDA Update – Mr. Baune and Matt Novak gave the EDA update. Mr. Baune noted that the EDA would be meeting Tuesday, July 9th as it was moved for the 4th of July holiday.

731 Main Street Update – Mr. Novak and Mr. Baune provided an update on the 731 Main Street building concerns. It was also noted at this time that the building at 731 Main Street was up for auction by Kerkhoff Auction and Real Estate. Negotiations between the current owner and her sister are still ongoing at this time with hopes to be resolved soon. Mr. Novak advised that the city move forward with obtaining the administrative warrant at this time due to the uncertainty and concern for time. Motion by Olson, second by Baumann to continue the process of obtaining the administrative warrant.

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

Shannon from Sweetman Sanitation – Shannon informed the council that Sweetman Sanitation had acquired R&E Sanitation, whom the city uses for residential dumpster dumping. Shannon explained that operations would continue very similarly to how they did when the city worked with R&E Sanitation, and that they are very excited to be in the community.

Engineering Report – Mr. Miller provided the Engineering update which included the following items:

1. Sanitary Sewer Improvements Project –
 - a. Crews heading down Dewey St. doing mains, then completing connections.
 - b. Second crew by the school
 - c. New proposed schedule to get back on track. Currently behind about 3 weeks.
 - d. Partial Pay Estimate 3 and Engineer's Invoice
2. Water Treatment Plant Improvements & New Well Project
 - a. Approval letter from MDH. Need confirmation from PFA on funding before soliciting bids.
 - b. Motion by Olson, second by Altermatt to solicit bids on water treatment plant improvements and new well project contingent on PFA funding.
Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

Clerk/Treasurer/Administrator – Mr. Baune provided the CTA Report.

1. CTA Updates:

- a. Maintenance Worker Position – The maintenance worker position, previously held by Josh Hoffenkamp, has been advertised for two weeks as of Monday with no applications. It was the consensus of the council to re-list the position with a \$25/hr. starting wage.
- b. Audit – The audit is nearly complete, with a few items that Mr. Baune needs to gather for auditors. The city filed for an extension, so it has until August 16th to complete. We will likely hold a special meeting to go over the results once complete.
- c. OSHA – Most OSHA items are complete. We filed an extension for 6 items and that extension was granted. We have until the 20th of July to complete the rest of the items. Mr. Baune working with Troy Walsh, Loss Control Consultant with the LMC, to take care of the rest of the items.
- d. Insurance Claims – Mr. Baune working to complete claims on the fencing by ballfield and water main break, per recommendation from Troy Walsh of the LMC. That will be complete this week.
- e. Candidate Filing – Mr. Baune noted that the candidate filing period for office runs from July 30th-August 14th.

2. Resolution 11-2024 – Updated 2024 Wabasso City Fees and Charges for Special Meeting Requests. Motion by Olson, second by Baumann to approve resolution 11-2024, updating the charge for special meetings to \$125.

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

3. Resolution 12-2024 – Declaring Council Seats for Election and notice of Candidate Filing Period. Motion by Olson, second by Bauman to approve Resolution 12-2024 Declaring Council Seats for election and Notice of Candidate Filing Period.

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

4. Zoning Process Confirmation -

Street Report – Mr. Jenniges and Mr. Baune provided the street report. Mr. Baune presented a Walk Audit done by the City of Lambertton done though Southwest Regional Development Commission as an option for fixing and possibly adding to the sidewalks throughout town. The process calls for a Walk Audit to be completed by SRDC, in conjunction with other stakeholders in town, and submitting the plan with a grant for having sidewalks done. The grant would cover all sidewalk work, while the city would be responsible for engineering fees. Motion by Olson, second by Altermatt for Mr. Baune to contact SRDC to begin the process.

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

Water/Wastewater Report - Mr. Jenniges and Mr. Baune provided the water/wastewater report. Mr. Jenniges noted there was nothing significant to report on water/wastewater. It was the consensus of the council that Jim lean on People Service as much as possible during this time while the City works on hiring a maintenance worker.

Parks Report – Mr. Jenniges, Mr. Baumann, and Mr. Baune gave the parks report. It was the consensus of the council for Mr. Baune to contact the Commercial Club about assisting with watering downtown flowers while the City works on hiring a maintenance worker.

Community Center Improvements Update – Mr. Olson noted that Bierl’s will be here in a couple of weeks to begin construction.

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

1. Approve Council Minutes – June 10th, 2024
2. Approve Pay Estimate #3 to MR Paving & Excavating Inc in the amount of \$645,509.76
3. Approve resolution #10-2024 Appointing Election Judges
4. Approve St. Anne Gambling License Permit on 9-29-24
5. Approve St. Anne Gambling License Permit on 12-17-24
6. Approve St. Anne Gambling License Permit on 2-2-25
7. Approve Clerk’s Office hours on 7-12-24
8. Approve Buidling permits:
 - a. Paul and Candice Sobocinski
 - b. Brad and Vicky Pitzl
 - c. Israel Ramos

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

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

General Checking	
101 General Fund	\$17,703.55
225 Fire	\$7,219.68
230 Ambulance	\$,4186.95
308 2016A REFUNDING BOND	\$1,472.50
320 USDA RD Sewer Rehab	\$137.00
379 TIF 1-5 2005A TIF BONDS	\$1,781.25
601 Water	\$59,788.66
602 Sewer	\$7,860.53
603 Sanitation	<u>\$3,683.17</u>
Total Checks	\$103,833.29

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

Motion by Olson, second by Baumann to adjourn at 7:09 p.m.

Atkins – yes, Altermatt – yes, Olson – yes, Baumann – yes

Brandon Baune
Clerk/Treasurer/Administrator