

MINUTES OF COUNCIL MEEETING

March 6, 2023

A regular council meeting was duly called to order by Mayor Robert Roesler at 5:00 p.m. on Monday, March 6, 2023 with members present:

Robert Roesler, Matt Larson, Kurt Olson, and Brad Ringnell. Also present Leslie Heffele, City Administrator.

Open Public Comments: None

Motion by Larson to approve the agenda, second by Olson. Carried.

Motion by Ringnell to approve the minutes of the February 27, 2023, Council Meeting, as written and sent to each council member for study, second by Larson. Carried.

Motion by Ringnell to approve the consent agenda including payment of bills, second by Olson. Carried.

Regular Agenda:

Workshop to address the Personnel Policy will directly follow the regular council meeting.

Administrator's Update:

City Administrator reported City Wide Clean Up will be Saturday, May 13, 2023 from 8:00 a.m. to 11:00 a.m. The cost will be \$25.00 for a flag allows pickup of a pile measuring 4 feet deep by 8 feet wide by 4 feet high. Last day to purchase a flag from City Hall will be Thursday, May 11. Residents can put items on their curb Saturday, May 6th to allow for items to be picked up and repurposed. Details regarding appliance pickup are still being worked out.

City Administrator inquired about using Sitzmann Lawn and Landscape for lawn upkeep at the Townhomes. City Council advised issue go before the Sherburn Economic Development Authority.

City Administrator reported she had been contacted by the owners of the property located at 202 West Second to discuss the option of turning the property over to the City. Questions about the process include a lien search, title search, size of the lot, and the value of the empty lot to the City. City Council advised the current property owners would have to remove the house and shared there is money available to help defray the cost.

City Administrator asked the Deputy Clerk to report on the project to correct penalty charges on resident's utility accounts. Two months of charges needed to be examined and, if necessary, adjusted. All accounts incurring penalty charges in November 2022 and December 2022 have been examined and credited if an adjustment was warranted.

City Administrator asked the Council if they would like to have food trucks available once a month during the summer at the City Park. Council reported positive experiences in 2022 and would like to continue for 2023. City Administrator will ask for public suggestions of local and available food trucks.

City Administrator reported receipt of letter of resignation for the Deputy Clerk. Motion made by Ringnell and seconded by Olson to accept the resignation of Tammy Diemert-Mayo effective March 23, 2022 with regrets. Carried.

Report from the Mayor and Council Members:

Roesler: Reported there are updated job descriptions for the positions of City Administrator, Deputy Clerk, and Public Works positions. Advised City Administrator to advertise for the open Deputy Clerk position with applications being due by March 31, 2023.

Kramer: None

Larson: None

Olson: None

Ringnell: None

Chief of Police Trevor Yochim: Nothing to report.

Motion to adjourn by Ringnell second by Larson. Carried. Meeting declared adjourned at 5:26 p.m.

Workshop called to order at 5:30 p.m. Council member Sarah Kramer arrived at 5:28 and was in attendance for the workshop. Workshop adjourned at 6:30 p.m.

Tammy Diemert-Mayo
Deputy Clerk