

MINUTES OF COUNCIL MEETING – 4.15.2024

A regular council meeting was duly called to order by Mayor Robert Roesler at 5:00 p.m. Council members present: Brad Ringnell, Kurt Olson, Matt Larson, and Sarah Kramer. Not present: Sarah Kramer. Also present: Leslie Hefele, City Administrator and Andrea Ballard, Deputy Clerk. Visitors: Ronnie Beckius, Sharon Rosen, and Police Chief Yochim.

Open Public Comments: none.

Motion to approve agenda with additional item regarding MLS Point of Sale by Ringnell. Second by Larson. Carried.

Motion by Olson to approve Meeting Minutes from 4.1.2024. Second by Ringnell. Carried.

Consent Agenda: Motion to approve with additional information regarding lift station generator bill from MN Energy. Second by Olson. Carried.

Regular Agenda:

1. Averaging Sewer Fees – City Administrator proposed using monthly usage instead of using months to create an average. Discussion included not wanting to go to monthly usage. Questions on what using other months would look like. Motion to table until next meeting so Administrator can look into reports by Ringnell. Second by Larson. Carried.
2. Sherburn Lion's Request for a donation of up to \$1200. Motion by Ringnell to make donation to Lion's Club for \$1200.00. Second by Larson. Carried.
3. Purchase of Meter for Bulk Water Sales – proposal to purchase a meter from Metering Technology for \$1800 to be used for commercial water sales. Currently, trucks that have overhead fill can use the WTP, concerned on accurate reporting from companies using fire hydrant located outside of WTP. Discussion included this not being a budgeted expenditure. The council's wants right now are for companies to use the hydrant outside of City Hall, during regular business hours so they can obtain a key from staff and upon return provide water usage.
4. Resolution 2024-9: Accepting Donation of \$50 from Gordon Salisbury, Jr. to the Sherburn Ambulance. Motion by Ringnell to approve Resolution 2024-9. Second by Larson. Roll Call Vote: Kramer (A); Olson, yea; Ringnell, yea; Larson, yea; Roesler, yea. Carried.
5. Resolution 2024-10: Accepting Donation of \$250 to Sherburn Fire Relief Association. Discussion included this is not a donation to the City and does not need a resolution as it can be brought to the Fire Relief Association. Removed from Agenda.
6. Resolution 2024-10: Accepting Donation of 32" Roku TV from Crissinger Family: Formerly Resolution 2024-11 but renumbered. Motion to approve by Larson. Second by Olson. Roll Call Vote: Kramer (A), Larson, yea; Ringnell, yea; Olson, yea; Roesler, yea. Carried.
7. Liquor Store POS system: Current contract with Ingage IT for POS which is good for another two years. In that contract, states they are to be the exclusive credit card processing, which Administrator was unaware of when signing with Wholesale Processing. Administrator asked Ballard, Deputy Clerk to speak on this more. If the City signs a two-year extension with Ingage, they will provide updated, within compliance, equipment. Motion by Ringnell to remove Wholesale POS from MLS, to find out annual fee for Ingage, any other fees that may be accrued, and to look into the percentage charged for card users. Second by Olson. Carried.

Police Chief Report from Chief Yochim: continuing to train part timer, looking at going solo by May. Reported there is a Commission Meeting at 5pm on Tuesday, April 16th. Mayor Roesler asked about

illegal burning of yard waste over the weekend in which he got called. Chief Yochim suggested people call law enforcement to report illegal burning.

Administrator Update: New generators have a maintenance agreement through Ziegler for \$5904.79 for the WWTP. Asked council about their wishes for Foxy's, top coat or gravel? Council stated packed gravel and the pace can be used for parking while HWY 4 is closed. Administrator Hefele reported she's looking into budget for roads, specifically gravel, seal coating, and patching. Ringnell suggested contacting Bargaen for crack fill on new streets.

Report from the Council and Mayor:

Ringnell: Asked for update on the Water Tower Contract/Rent from Administrator. Hefele stated she sent the contract but has not heard back. Ringnell asked about the radio station, Hefele stated she would reach out to them.

Larson: Asked about the Sherburn TV Building. Administrator updated that this has been sold.

Roesler: Asked how the audit is coming, Administrator stated it's going slow. Mayor Roesler stated that Administrator should reach out to the Welcome Clerk as she has the same auditor. Mayor Roesler asked about the MLS Manager Position posting, which Hefele stated closes on the 19th. Personnel Committee will review applications. Mayor Roesler asked about Fire Truck Financing and asked the Administrator to look at the leasing contract to see if the imputed interest rate is still 5.1%.

Motion to adjourn the meeting at 6:22 p.m. by Ringnell. Second by Larson. Carried.

Andrea Ballard
Deputy Clerk