

## MINUTES OF COUNCIL MEETING – 2.5.2024

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. Also present: Leslie Hefele, City Administrator.

### Open Public Comments:

Trudy Merrifield spoke on the water bill increase being “ridiculous”. Mayor Roesler informed her that the council calculated, with help from engineers, the cost that the city takes on to produce the water. Due to the Water Treatment Plant and Wastewater Treatment plant being enterprise funds, they must be paid from user fees, not from the levy. Questions on sewer bill being high, Mayor Roesler explained the average from the last quarter of the year. Valerie Smith, Sherburn Resident and Owner of Old Alley Quilt Shop, spoke on the water rate increase. Challenged the Council to provide an audit of all her water bills. Public questions were answered to the residents’ satisfaction.

Approval of Agenda: Addition of Derek Behrens, Bolton & Menk, to discuss the water main between old 16 and 2<sup>nd</sup> St. Motion by Ringnell. Second by Olson. Carried.

Approval of 1.16.2024 Meeting Minutes: Motion by Ringnell. Second by Larson. Carried.

### Regular Agenda:

1. Derek Behrens, Bolton & Menk – Derek spoke about the estimate for the repairs for the water main work. Would be less expensive to do it separately from HWY 4 project, but along the same schedule. \$162,000 was the estimated cost for the repairs and \$42,396 for restoration costs. Discussion included timeline and work to be done. Motion to table until next meeting by Ringnell. Second by Larson. Carried.
2. Resolution 2024-2 Approving Authorized Signatures as follows: Mayor: Rober Roesler, Acting Mayor: Brad Ringnell, City Administrator: Leslie Hefele, Deputy Clerk: Andrea (Oelsner) Ballard. Motion to approve by Olson. Second by Larson. Discussion included needing to add Andrea to the signature cards at the bank and should be an annual occurrence. Kramer, yea; Roesler, yea; Larson, yea; Olson, yea; Ringnell, yea. 5-0 vote. Approved.
3. Gambling Permit – Ducks Unlimited Green Wing Event on May 4<sup>th</sup>, 2024. Motion to approve by Olson. Second by Ringnell. Carried.
4. After Prom – one time raffle with drawing to be held at Liquor Store. Administrator explained that as After Prom Committee is a 501(c)3 allows them to hold one raffle event a year totaling \$1500 in prizes. Tickets will be presold, and a drawing will be held at the Red Carpet. They do not need to apply for a State Permit as they are exempt, as long as there is permission from the City Council. Motion by Ringnell. Second by Olson.

### Administrator Update:

- Quarterly updates from Department heads from Liquor Store, Temperance Lake Ridge, and Public Works.
- Raze & Remove currently has \$12,000 in the account. Residents can apply for \$2,500 from City and \$2,500 from EDA for removal of blighted homes.
- The new generators are functional and operating as of last Thursday.
- Updated photos of cement outside of Community Hall/Theater that is deteriorating. Discussion included talking to MNDOT or Bolton & Menk about having that included in the project.

Mayor and Council Reports:

- Brad Ringnell: Prairie Rehab at Temprance Lake Ridge will be moving out. Lisa Lange is looking for a new rehab company to take over the space.
- Robert Roesler:
  - o Fire Department services townships in the surrounding area. Fox Lake Township has not paid, Roesler wanted an update if payment had been made. The Administrator stated that no payment has been received, but notice was sent. A finance charge is to be added.
  - o Roesler was wondering if there had been any forward movement with the credit card fees being paid at the Liquor Store. The administrator stated Ingage IT is looking into the additional charges, however she has set up services with another company to process credit card payments. \$45 flat rate fee each month for processing fees and one terminal. The Liquor Store will need to purchase two more terminals for the other point of sales (\$399/each).
  - o Roesler reached out to Burkhardt and Burkhardt regarding providing a mid-year audit.
  - o Public Works overtime was brought up, Mayor stated that if individuals are punching in early, they should be punching out early. The discussion from Larson and Olson was that there are regular working hours set out in the policy book that need to be followed. Overtime logs were also discussed.
  - o Mayor was contacted by a resident to the sale of the property west of city hall by an individual who wants to put up a building in the future.

Motion by Ringnell to go into recess for a budget work session. Second by Kramer. Carried.

Motion to come out of recess by Ringnell. Second by Olson.

Motion by Olson to approve 2024 budget as written, including 3% COLA raise for Public Works, Deputy Clerk, and Liquor Store employees who are in good standing and who have signed the Personnel Policy Handbook. Second by Ringnell. Carried.

Motion to adjourn by Ringnell. Second by Larson. Adjourned at 6:51 pm.

Andrea Ballard  
Deputy City Clerk