

MINUTES OF COUNCIL MEETING – 2.20.2024

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 Heffele, City Administrator and Andrea Ballard, Deputy Clerk.

Open Public Comments:

Rachel Haaland addressed the council with personnel concerns regarding the Sherburn Red Carpet and Liquor store. Haaland provided the Council with documentation of concerns that had been previously communicated with the City Administrator. Council listened to the comments and reviewed the document, then informed Haaland that this would be discussed in closed session.

Agenda Additions include: Ronnie Beckius discussing water rates, a proposed transfer for Temperance Lake Ridge, a gambling permit for the Lions Club, the Water Tower lease agreement, swing seat replacements at Main Park, and a proposed midyear audit by Burkhardt and Burkhardt. Motion to approve agenda with additions by Ringnell, second by Olson. Carried.

Consent Agenda:

Council asked if a code for water main breaks could be added under the water department, administration will look into this. Subscriber Fees for water were less than anticipated for revenues, council asked clerk to clarify. Motion by Larson to approve consent agenda, second by Ringnell. Carried.

Motion by Ringnell to approve 2.5.24 meeting minutes. Second by Larson. Carried.

Agenda:

1. Derek Behrens, Bolton and Menk, provided an update on the Main St. water line. He explained that a portion of work (pavement) will be bundled with the project and a portion (main repair) will be done separately to lower overall cost. Behrens stated that the project is potentially going to begin in May, with the work in Sherburn to follow. Behrens will get quotes from Holtmeyer and MGM for cement work. Council questioned if there would be any additional fire hydrants placed in this project, Behrens stated that there would not be. Ringnell and Larson wondered how the City would pay for these repairs. Ringnell and Roesler stated that they need a decision by March 4th, so Administrator has time to reach out for funding sources. Motion to table until next meeting when funding sources will be discussed by Ringnell. Second by Kramer. Carried.
2. Resolution 2024-4 Approval of Accepting Donation of \$500.00 from Beverly Roben for the Sherburn Fire Department to be used for keeping the flags updated. Motion by Ringnell. Second by Olson. Roll Call Vote: Kramer, yea; Ringnell, yea; Larson, yea; Olson, yea; Roesler, yea. Carried.
3. Resolution 2024-5 Approval of Accepting Donation of \$50.00 from the Estate of Bonnie Birch for the Library Building. Motion by Olson to approve. Second by Larson. Roll Call Vote: Larson, yea; Ringnell, yea; Kramer, yea; Olson, yea; Roesler, yea. Carried.
4. Approval of Election Judges for 2024 Elections as follows. Marsha Sickler, Stephanie Moore, Ken Peters as election judges with James Theobald as Head Election Judge. Motion to approve with \$20/hour for election judges and \$25/hour for head election judge by Ringnell, second by Olson. Carried.
5. TLR Transfer from Operating Account: Recommendation from Heffele, City Administrator and Lisa Lange, Executive Director of Temperance Lake Ridge, is to make a transfer of \$125,000.00 from the operating account into the capital expense account. Motion by Ringnell to make transfer. Second by Larson. Carried.

6. Lions Club submitted a gambling permit to be approved by the City for the Holiday Festival. Motion to approve by Larson. Second by Olson. Carried.
7. Water Tower Equipment Contract Lease Agreement. Per agreement, GigFire should have been providing internet to all city buildings which has not been done. Discussion on this will take place in closed session.
8. Park Swing Replacement at Central Park – Hefele spoke to the chain and seats of the swings needing to be replaced. Ringnell stated that the steps have needed to be replaced since last year. Motion by Olson to repair playground equipment at Central Park. Second by Ringnell. Carried.
9. Mid-Year Audit to be completed by Burkhardt and Burkhardt - As city staff has taken over the monthly reconciliations Burkhardt proposed a mid-year audit to be completed for the price of \$4,500.00 with potential of additional expenses if there are corrections, up to \$250.00. Motion by Larson to approve the mid-year audit. Second by Kramer. Carried.
10. Ronnie Beckius spoke regarding the water rate increases. Beckius spoke to how this could have been handled differently with smaller increases. He stated he understands that infrastructure needs to be replaced which must be reflected with water rate increases. Beckius also spoke to the Public Safety budget and his thoughts on if 3 full time officers are necessary. Beckius stated that due to cost saving for the city it would be in their best interest to go down to 2 officers and separate from Sherburn Welcome PD to then just provide public safety to Sherburn.

Administrator Report:

- New credit card system is in place at Sherburn Liquor Store.
- Waiting on new steps for Central Park equipment.

Update from Mayor and Council Members:

Brad Ringnell: Asked administrator if inventory at Liquor Store had been completed. Hefele stated that she just found out the physical inventory counts were done but not pricing. Ringnell asked if the vacant Townhome had been rented out, which Hefele stated Sherri Jose will be moving in. Ringnell asked why the tree in South Park had not been taken care of yet, which Hefele informed him that Public Works would take care of this in Spring. Ringnell also wanted to know why the Leaf Vac is still outside and that the TV building is a mess.

Kurt Olson: Reported that the Cemetery Board met this past Monday and discussed the need of mowing and informed council that the Boy Scouts will be making a sign that the cemetery may not be mowed every week.

Matt Larson: Wondered if there was any interest in the Bute Building. Hefele reported nothing that she had heard.

Robert Roesler: Stated that he is assuming the overtime situation was taken care of. Wanted to talk in closed session in regard to the sale of a property to the West of City hall (empty lot).

Motion to go into closed session at 6:17 by Larson. Second by Ringnell.

Motion by Ringnell to come out of closed session at 7:07 p.m. Second by Larson. Carried.

Motion to dismiss Danielle Schultz as Liquor Store Manager effective 2.21.24 by Olson. Second by Ringnell. Carried.

Motion by Ringnell to direct City Administrator to get a GigFire Contract in place after obtaining information from surrounding communities about what they charge for similar services, finding if the Radio Station still has equipment on the tower, and obtaining and dispersing job descriptions for all positions at the Sherburn Liquor Store to all employees. Second by Larson. Carried.

Motion to adjourn at 7:12 p.m. by Ringnell. Second by Larson. Carried.

Andrea Ballard
Deputy City Clerk