

MINUTES OF COUNCIL MEETING – 3.18.2024

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.

Open Public Comments: Valerie Smith provided a letter to the council members in regarding her Utility Billing through the city. She spoke to the high sewer rate calculations, stating that she would have saved money throughout the year if the city had not used the average of the last quarter. Smith stated this was mainly due to the watering that needed to be completed after the construction work was done and the planting of new sod on her street. Council member Ringnell stated that she could come in and have the administration adjust this for her.

Agenda:

1. Sam Meixell and Ryan Ross presented the 2023 Annual Report for the Fire Relief Association. Meixell explained the general account, which is used for fundraising, equipment, and other activities as well as the special account, which is reserved for pension payments and certain related expenses. There is a request from the Fire Relief Association to increase the annual pension amount from \$2000 to \$2100, but this needs to be approved by the City Council. Meixell explained that this pension is an incentive for new members to join as well as a thank you for those who have served. It was reported that staffing and financial situations are in good standing currently. **Motion** to approve the increased pension amount from \$2000 to \$2100 by Roesler. Second by Olson. 4-0 vote with Ringnell abstaining.
2. Resolution 2024-7: RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF A \$360,000.00 GENERAL OBLIGATION WATER REVENUE NOTE, SERIES 2024A, AND PLEDGING NET REVENUES FOR THE SECURITY AND PAYMENT THEREOF. **Motion** by Ringnell. Second by Kramer. Discussion included this note will need to be paid by user fees and not something that can be levied. Roll Call Vote by Heffele: Kramer, yea; Roesler, yea; Larson, yea; Olson, yea; Ringnell, yea. 5-0 vote. Carried.
3. Resolution 2024-8: RESOLUTION FOR APPROVAL OF ACCEPTING DONATION FO \$5,220 FROM FIRE RELIEF ASSOCIATION FOR THE PURCHASE OF A VENTILATION FAN FOR THE SHERBURN FIRE DEPARTMENT. **Motion** by Ringnell to approve donation. Second by Larson. Roll Call Vote by Heffele: Roesler, yea; Kramer, yea; Larson, yea; Olson, yea; Ringnell, yea. 5-0 vote. Carried.
4. Gambling Permit to be approved for the Ducks Unlimited Banquet on September 7th, 2024. **Motion** by Olson to approve the permit. Second by Larson. 5-0 vote. Carried.

Police Report:

Chief Trevor Yochim presented to the council the Sherburn Welcome Police Department 2023 Annual Report. Chief Yochim gave some comparisons between 2023 and 2022 stating in 2023 SWPD did more child abuse cases, civil issues, disturbances, welfare checks, warrant services, public education, and non-traffic citations. In 2023 SWPD did fewer threat complains, sex crimes, OFP/HROI/DANCO violations, and traffic stops. Chief Yochim also presented council with the February Police Report, however there were no questions by council on this. Chief Yochim stated that the part-timer Shaylynn Anderson started ride alongs on Tuesday and Wednesday.

Quarterly Updates from Department Heads:

1. Lisa Lange, Executive Director of Temperance Lake Ridge reported that there is one open apartment that will be filled Tuesday. Things are going really good and staffing is the best it has ever been, stating also that financials are good. Lange asked council if the remodel has been approved, Mayor Roesler stated that it had been based on the Walk-Through Committees approval. No other questions from council.
2. Paul Schoen, Public Works updated council on many items: Playground equipment at City Park is being updated, with new swings and replacing the purple steps on the equipment. South Park has a broken window in the gazebo and he is looking into repairing this with plexiglass instead of glass. Dead tree will be taken down soon pending weather. Street sweeping has begun and in April Public Works is hoping to get storm drains sucked out. New Wellhead Protection Plan in place. Lift stations are up and fully operational. STS cleaned up the fence by Kum & Go. Planning on doing hydrant flushing in May. WWTP update – Automatic Transfer Switch showed up and has been installed. This is the part that electricians have been waiting on, which has delayed the project completion. Electricians will be working throughout the month of April and then Rice Lake will come in. Working on clarifier as well as pumps. The goal is to have this completed by the end of May. Schoen also reported that he was at Water School last week taking his Class B test again, which he is hoping to get results back on soon. Mayor Roesler asked if the pedestrian signs had been received. Schoen stated that as far as he knows these were never ordered. Administration will look into past resolutions to see if money was donated to the City.

Administrative Update:

- City Wide Pick Up will be on May 4th, 2024. Process will remain the same as last year. Flags will be able to be purchased at City Hall for \$25. Each property can purchase up to two flags, with each flag allowing for a 4' by 8' area. Behind City Hall will be a drop off location for no additional cost.
- Foxy's Building is being emptied out and Tom Finke plans of the first or second week of April to tear it down. The estimated price of this is \$60,000. Mayor Roesler stated he did not think this is something that was budgeted for and asked Hefele what her plan was for funding this. Hefele stated pulling from the 4M fund.
- Hefele reported that there was an interested buyer for 100 N. Main St., with the intention of using the space for food trucks, live music, and increasing community involvement. At some point potentially putting in a restaurant with housing upstairs. Interested buyer was also looking into Pocket Park.
- Hefele reported that Harry Jenness was asked for an updated report however she has not heard back from him at this time.

Council Member and Mayoral Report:

- Kramer asked who took down the trees on Main Street. Council members informed her that this was the State who decided what trees were coming down and facilitated the removal of them.
- Ringnell asked if inventory at the bar had been completed. Hefele stated that the assistant bar manager is working with vendors on this. He also stated that he feels as though there needs to be a manager hired at the bar before it runs itself into the ground without any oversight. **Motion** by Ringnell to have City Staff put out an Indeed ad to hire a manager at the Red Carpet and to keep the job posting open until April 19th. Second by Roesler. 5-0 vote. Carried.

- Roesler stated that he has a concern with the reconciliation of the checking account not having been completed. Kramer and Hefele both stated that it was completed aside from the approximately \$500 discrepancy due to the new credit card processing system. Roesler stated that he has received multiple complains and calls from residents as to why the City Office has not been open. Also, questions asked if the City Office could be open full day on Friday. Roesler suggested administration staggers hours as we currently have multiple staff members in the office.

Motion to adjourn by Ringnell. Second by Olson. Carried. Adjourned at 6:17pm.

Andrea Ballard
Deputy Clerk