

MINUTES OF COUNCIL MEETING – 4.1.2024

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 and Andrea Ballard, Deputy Clerk. Visitors Included: Ronnie Beckius, Phil Swanson, and Sharon Rosen.

Motion by Ringnell to approve updated agenda, with addition of Closed Session for discussion regarding personnel. Second by Larson. 5-0 vote Carried.

Motion by Olson to approve the minutes from 3.18.2024. Second by Ringnell. 5-0 vote. Carried.

Regular Agenda:

1. Ronnie Beckius – Requested agenda item was to discuss the community building comments and liquor store issues. Ronnie stated his thanks for the Public Works employee Darrel Ficken and the Welcome Public Work employee who assisted him with after-hours sanitary sewer issues.
2. Phil Swanson - questions regarding remodeling current building, types of permits needed to take garage off the west end and a potential addition. Also, Mr. Swanson was inquiring about where the water lines are and in what direction they go. Mr. Swanson was provided with the City Building Official's contact information and was satisfied with council's response.
3. Andrea Ballard, Deputy Clerk – Report from Minnesota Clerk's and Finance Officer Conference: Ballard spoke about her time at the Conference, which included a day of training for new clerks and election administration. Breakout sessions were offered which covered topics such as record management, payroll, budgeting, data practices and networking with other small communities. Ballard informed the council there would be a few small changes she would be working on over the next few months and that she had enrolled in the first of three years at the Minnesota Municipal Clerk Institute. Ballard thanked the council for the opportunity to attend the conference and thanked the work of the Election Judges.
4. Update from Harry Jenness, Building Official – City Administrator asked Jenness for an update on properties that he was working on in town, which he provided.

Police Report: Chief Trevor Yochim reported that SWPD has continued to take photos and note for ordinance violations. Currently the part-time officer is getting trained in. Defensive tactics training will occur on Wednesday, April 3rd and there is a Police Commission Meeting on Tuesday, April 16th.

Administrator Update:

- Paul Schoen passed the test for his Class B Operating License. According to personnel policy, he is to receive a \$1.50 raise for this additional license. Motion by Ringnell to increase Paul Schoen's pay by \$1.50 once the license takes effect and is official. Second by Kramer. 5-0 vote. Carried.
- The Liquor Store Inventory has been completed and is up approximately \$6,000 from last year. Auditors recommended a point-of-sale inventory system as soon as possible. Discussion included Martin Bro's has a system, administrator stated she would look into this.
- The manager position for the Red Carpet has been posted.

Report from the Council and Mayor:

- Sarah Kramer: Wanted confirmation that Foxy's building was to be demolished on Monday. Also reported to the council that there would be a Green Wing event coming up and requested that the street in front of the Elementary School be blocked off from 11am-1pm. This was approved.

Motion to go into closed session to discuss personnel by Larson. Second by Ringnell. Carried.

Motion to come out of closed session at 6:15 p.m. by Ringnell. Second by Kramer. Carried.

Discussion included Dave Jansen wanting to donate 15 Silver Maple trees to the City. Question on how to water these trees. Further discussion included Taft Law requesting that the City of Sherburn be a conduit to a \$63 million dollar project. Both the Mayor and Administrator agreed this would not be the best course of action with the City's current financial state.

Motion to adjourn at 6:23 p.m. by Ringnell. Second by Kramer. Carried.

Andrea Ballard
Deputy Clerk