

MINUTES OF THE SHERBURN CITY COUNCIL
JULY 1ST, 2024 at 5:00 PM – City Hall

Members Present: Robert Roesler (via video/audio), Brad Ringnell, Matt Larson, Kurt Olson. Sarah Kramer arrived at 5:05pm.

Staff Present: Leslie Hefele, City Administrator, Andrea Ballard, Deputy Clerk.

Mayor Robert Roesler duly called the meeting to order at 5:00 p.m. and proceeded to turn the meeting over to Mayor Pro Tem, Brad Ringnell.

Approval of Agenda: Additional Items to add – 3. Request from the Sherburn Fire Department for a \$980.00 donation from the charitable gambling fund. 4. Tom Finke bill of \$66,588.13 for the demolition of Foxy's Building on Main St. Motion by Roesler. Second by Larson. Carried.

Approval of City Council Meeting Minutes from June 17 by Larson. Second by Olson. Carried.

Regular Agenda:

1. Approval of the July 16 Temporary Liquor License for the Sherburn Fire Relief Association to hold their Regional Meeting. Motion by Olson to approve. Second by Larson. Carried.
2. Resolution 2024-14 – Loan Resolution Security Agreement to authorize and provide for the incurrence of indebtedness in the principal amount of \$450,000.00 for the purpose of providing a portion of the cost of acquiring and constructing a pumper fire truck. Motion to approve by Larson. Second by Olson. Roll Call Vote: Larson, yea; Olson, yea; Ringnell; yea; Kramer, yea; Roesler, yea. Carried 5-0 vote.
3. Request from the Sherburn Fire Department for a donation to go pay for 2 new pagers. Motion by Olson to approve \$980.00 donation. Second by Larson. Carried.
4. Tom Finke – Foxy's Building Demolition. The administrator suggested paying this \$66,588.13 invoice with a transfer from our Northland Investment Fund. Motion by Larson to approve the transfer and payment. Second by Kramer. 5-0 vote. Discussion included if Finke was planning on repacking the gravel at that location. Paul Schoen, Public Works stated that was completed by Public Works on the 26th. Discussion from the Council also included asking the Administrator how the money borrowed from Northland would be replaced. Suggestion from Hefele was to replenish with the LGA money that is coming at the end of this month. The council did not think that was the best option and stated that the City's bond ability is decreased if our reserves are spent down.

Quarterly Update by Public Works: Schoen spoke about:

- The playground at Main Park had the steps replaced. South Park – windows in the gazebo are broken and he requested suggestions. Council stated the City should get open bids on that. Discussed the water main on the sidewalk of S. Manyaska that had been fixed. Patchwork on S. Lake will be completed soon. WWTP Project is concluding, just a few items left on the punch list. Schoen wanted to comment on the improvements that had been completed helped push 2.8 million gallons of water through the plant without needed to use bypass pumps, which helped immensely during the heavy rains. Once everything is cleaned up at the WWTP the leaf vac will be brought inside. Requested that a outside shed be added to the Capital Improvement Plan. Schoen stated that he is not willing to create a Jetter Truck schedule at this time as it is not

obtainable with staffing. Reported the sump pump at the water tower broke but will get a new one on Wednesday the 3rd.

Administrator Report:

- Capital Improvement Plan – currently out of date. Ringnell requested the old plan be sent out for review.
- Emergency Operations Plan – currently the City of Sherburn does not have one. Roesler suggested reaching out to Region 9 to help write and stated that LMC may have sample plans.
- Drug Testing Policy – something that is being worked on. Looking at other policies through the League of MN Cities to have a testing policy in place for all City employees.
- Requested an audit extension (August 16th)

Mayor & Council Updates:

- Kramer: asked the council to explain where the profit from Temperance Lake Ridge goes as it is an EDA owned property. Roesler explained that the EDA is the funding authority but when TLR was discussed pre-development, it was communicated that the profits go towards the improvements to TLR and then remainder to reduce the tax burned on all city residents.

Motion to go into closed session at 5:33 p.m. to complete Andrea Ballard, Deputy Clerk, annual performance review by Roesler. Second by Olson. Carried.

Motion to come out of closed session at 5:43 p.m. by Olson. Second by Ringnell. Carried.

Motion to adjourn at 5:45 p.m. by Kramer. Second by Olson. Carried.

Andrea Ballard, Deputy City Clerk