

MINUTES OF THE SHERBURN CITY COUNCIL
JULY 15ST, 2024 at 5:00 PM – City Hall

Members Present: Robert Roesler (via video/audio), Brad Ringnell, Matt Larson, Kurt Olson.

Staff Present: Leslie Heffele, 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.

Open Public Comment: Sharon Huse from the C&C spoke about the possibility of having a small parade/festival to celebrate the HWY 4 reopening. She was asking for City support and input.

Approval of Agenda: Motion by Larson. Second by Olson. Carried.

Consent Agenda:

- Approval of June echecks #525-588 and check #45475-45567. Discussion included checking into the Federated bill we are receiving for the school signal. This has now been changed to a solar powered signal, Councilmember Ringnell stated we should no longer be billed for this. Administration will look into this. Motion by Olson to approve. Second by Larson. Carried.

Approval of Meeting Minutes: Motion to approve July 1, 2024 Meeting Minutes by Larson. Second by Olson. Carried.

Regular Agenda:

1. Mike Ringnell presented Good Samaritan Awards to Dusin Rosa, Jakob Clow, and Lori Stafford for their courageous acts during an apartment fire on July 4th.
2. Amanda Strommer from the MN Department of Health gave council an update on the Wellhead Protection Plan. Strommer provided fact sheets to council members and stated that the City of Sherburn will need a new wellhead protection plan. Strommer informed council that there are grants available and she will continue to meet with City Staff to take proper steps to complete this.
3. Rachel Hanson, Municipal Liquor Store Manager introduced herself and provided council with an update on the following:
 - Working with vendors to create a new and condensed food menu which will cut food costs.
 - Beer and liquor inventory will be completed once menu changes are finalized.
 - Implemented a new scheduling/communication app called 7Shifts.
4. Lisa Lange, Executive Director at Temperance Lake Ridge provided council with an update:
 - Occupancy between January 2024 and May 2024 was at about 92%.
 - Net Income – doing well. Councilmember Larson asked where the excess income goes to, which Lange responded into the City account to be used for capital expenses and into a high investment account.
 - Remodel Update: painter was estimated at \$24,000 but invoice came in at \$12,500, had to spend a little more on lighting than initially planned, and the piping job was started, however multiple leaks were found in Memory Care

- Planning a Family Picnic and Open House after the remodel is completed for tours, anticipating for August.
 - Stated that 99% of the time people move into TLR for the activities as it improves the quality of life. This is why much of the advertising budget goes towards activities.
5. Resolution 2024-15: Resolution to sell the gazebo from South Park that is excess equipment and no longer needed by the city. Discussion included that it was bought and paid for by the Lions Club. Motion by Larson to table until Administrator can get input from Lions Club. Second by Roesler. Carried.
 6. Approve Club License for American Legion: Motion by Olson to approve Club License for 8/1/2024-7/31/2025. Second by Larson. Carried.
 7. Tom Finke Bill – Invoice #1501 from Tom Finke Excavating has city portion as well as two services that should be billed to 602 S. Lake and to Century 21 as they are not the city responsibility. Motion by Olson to pay the invoice in full and bill the individual's for reimbursement. Second by Larson. Carried.

Police Chief Report: Chief Trevor Yochim reported that there were a handful of animal complaints in the month of June and stated that he has had no interaction with Harry Jenness, contracted Building Official.

Administrator Report:

- A/C went out at the Liquor Store, stating there is a shot compressor and there was a quote received from Day Plumbing. Councilmember Ringnell requested a quote from A-OK is obtained as well.
- Assisting Liquor Store Manager with new menu and pricing.
- Working on the Capital Improvement Plan and will provide council with an copy for review.

Mayor and Councilmember Update:

- Robert Roesler asked Administrator if there had been any communication from the Auditor about presenting the 2023 audit. Hefele stated that she emailed Greg Burkhardt last week regarding this and had not heard back.
- Brad Ringnell: asked Hefele where the GigFire contract was at. Hefele stated that they have been billed. Ringnell asked if payment had been received and as of yet, it had not.
- Matt Larson: nothing noted.
- Kurt Olson: nothing noted.

Andrea Ballard, Deputy City Clerk