

MINUTES OF THE SHERBURN CITY COUNCIL MEETING
SEPTEMBER 3, 2024 AT 5:00 P.M.

Present: Robert Roesler Brad Ringnell, Matt Larson, Kurt Olson, Sarah Kramer.
Also present was Leslie Hefele, City Administrator and Andrea Ballard, Deputy Clerk.

Called to Order: Mayor Robert Roesler duly called the meeting to order at 5 p.m.

Open Public Comment: Ronnie Beckius commented on solar powered lights at the stop lights that are motion activated, there is a tree that is interacting with it when heading north bound. Tree trimming will be needed to avoid issues. Questioned if the walk ways going to be maintained this winter, west side would be used more frequently than east. Also, are they going to be marked for what they are intended for (walking, biking, motor vehicles).

Approval of Agenda: **Motion to approve by Larson. Second by Olson.** 5-0 vote. Carried.

Approval of Minutes: **August 19th Meeting minutes, motion to approve by Ringnell second by Larson.** 5-0 vote. Carried.

Approval of Consent Agenda: **Motion to approve by Ringnell. Second by Olson.** 5-0 vote. Carried.

- E-checks 664-692
- Checks 45780-45840
- Approval of UB Adjustments – Month of August

Agenda:

1. Fund Balance Policy – discussion included all policies seeming similar and to go with administration recommendation. Recommendation by administrator of to go with Truman.
2. Fixed Asset Policy – Truman would be the recommendation by the City Administrator as well.
3. Investment Policy – Welcome would be the recommendation by the City Administrator. The discussion was to have the administrator prepare policies for Sherburn with the appropriate information to bring to next meeting.
4. Allocation of Public Safety Aid - \$46,036 – Chief Trevor Yochim and Hefele spoke prior to the meeting and the City of Welcome did an even split for funds. SWPD would use money for new computers in squad cars. Discussion during 2024 budget season was that most would go to fire department. Discussion on what the police budget is currently as the police was budgeted for 4 officers and have only been paying for one of them. Roesler asked if we can discuss this during budget work sessions. **Motion by ringnell to table until next meeting. Second by Kramer. 5-0 vote. Carried.**
5. Resolution 2024-17 – Sale of Prep Table – question of administrator is to sell it or get rid of it at appliance days. Discussion was how much it cost to repair to have as a backup? Ringnell stated council is unaware of if there is a need for a broken table like that, don't have numbers on how much it cost to repair, unable to decide. **Motion by Ringnell to declare it excess property. Second by Olson.** Ringnell, yea; Olson, yea; Larson, yea; Kramer, yea; Roesler, yea. 5-0 roll call. Carried.
6. Resolution 2024-18 – Sale of 1986 Ford Fire Truck: **Motion by Ringnell to approve resolution 2024-18, second by Olson** whereas the city council believes it is in the best

interest of the city of Sherburn to sell the above stated fire truck for no less than \$5000.00 to be listed on MN Bids. Kramer, yea; Olson, yea; Larson, yea; Ringnell, yea; Roesler, yea.

Administrator Update:

-S&P Global Ratings report – was lowered from an A+ to an A and an outlook from stable to negative.
-Still trying to get ahold of pay equity but have not heard back.
-Budget work session – needs to be scheduled. Currently adjusting entries are being double checked and will be finalized tomorrow morning and then can get reports. Tuesday Sept. 10th at 5:30 meeting scheduled. Work session to follow regular meetings on Sept. 16th. Roesler would like information to be obtained before work session. Need to have an idea of what kind of fund balance we need to have to not violate the S&P. We should have information on reserves and intercity loans. Discussion was had this morning with Bob and Leslie that GEN fund borrowed from TLR, and we need to know that number. Roesler stated that TLR would provide \$40,000 transfer to assist in levy numbers needs to be obtained. As soon as adjusting entries are complete, work sheets will be emailed out by Heffele.

Mayor and Council Update:

- Bob Roesler: nothing.
- Brad Ringnell: Applied from the ambulance for an Emergency Aid Application and sent it in as there is a 4-million-dollar aid package available and will know by the end of the year. Holtmeier Bill paid out, do we have to officially close out any Holtmeier contract as we have done that in the past? Burn pile is extremely large – can we burn this on the next rainy day?
- Matt Larson: Can we reach out to Glenn at MN Dot with the grading of dirt and weeds on the walkway out to Dollar General? Unsure of how to mow this area. Would like to have Glenn at a Council Meeting. Sod was not removed from the sides of the new sidewalk on the walkway.
- Kurt Olson: nothing.
- Sarah Kramer: Had talked about checking out WWTP – unsure of date – project is not finished.

Motion to go into closed session by Roesler for employee evaluation. Second by Ringnell. Carried.

Adjourn: Motion to adjourn at 6:30 p.m. by Ringnell. Second by Kramer. Carried.

Andrea Ballard, Deputy Clerk