

MINUTES OF THE SHERBURN CITY COUNCIL MEETING
October 7th, 2024 at 5:00 p.m. | Sherburn City Hall

Present: Mayor Robert Roesler, Councilmembers Brad Ringnell, Matt Larson, and Kurt Olson. Councilmember Sarah Kramer arrived at 5:10 p.m. Also present was Leslie Heffele, City Administrator and Andrea Ballard, Deputy Clerk.

Called to Order: Mayor Robert Roesler duly called the meeting to order at 5:00 p.m.

Open Public Comment: Kim Newville, 202 South Main Street, addressed the council with concerns regarding the notices she receives each year asking her to clean up her yard as well as dog at large tickets from PD, inconsistency of tickets from her son and herself, feels like she is getting harassed. Needs help tearing down 204 South Main Street. Newville's request will be passed along to SWPD and City Hall staff.

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

Approval of Minutes: **Motion by Ringnell, Second by Larson.** Carried. 5-0 vote.

Approval of Consent Agenda: Approval of E-Checks 697-751 and Paper Checks #45931-46015. **Motion to approve by Olson. Second by Kramer.** Carried. 5-0 vote.

Regular Agenda:

1. Rachel Hanson, MLS Manager, provided an update on the POS system including over the first week attributed to lack of time for training, however it is on track now. Working on updating UPC codes that did not transfer properly. Manually write inventory scheduled for next week. Sales have picked up since HWY 4 opened back up, working on scheduling around community events.
2. Utility Bill Adjustment Policy – **Motion by Olson to approve policy as written, second by Ringnell.** 5-0 vote. Carried.
3. Midwest It Quote for Microsoft Office Annual Services – **Motion to approve, with removal of 2 council members, by Ringnell. Second by Olson.** 5-0 vote. Carried.
4. Appointment of EDA Board Member – Presented application from Tracie Schumann for vacant seat. **Motion to approve by Ringnell. Second by Larson.** 5-0 vote. Carried.
5. South Park Gazebo – at this time, there has been no sealed bid for the previous amount stated (\$1000). The council decided they will accept any bid at this time. Direction given to Deputy Clerk to post again with a photo and review during the first meeting in November. **Motion by Larson to amend bid amount from \$1000 to any bid amount, second by Ringnell.** 5-0 vote. Carried.
6. Resolution 2024-20 Authorizing the \$40,000 budgeted transfer from Temperance Lake Ridge Excess bank Account to City of Sherburn General Account– **Motion to approve by Larson, second by Olson.** Roll Call Vote: Kramer, yea; Ringnell, yea; Olson, yea; Larson; yea; Roesler, yea. 5-0 vote. Carried.
7. Request for Utility Bill adjustment for 130 S. Manyaska St. – Motion to approve the adjustment by Ringnell second by Larson. Discussion included direction to contact the lien holder for this property, if no action is taken, will be assessed to taxes.

8. MIDCO Business Contract Renewal – Discussion included no changes to previous years contract, approving this would extend contract for another 36 months. Also discussed was the Local Access channel that used to be news for the city – direction to reach out to MIDCO to get updated equipment on to be able to use this again. **Motion to table by Ringnell. Second by Larson. 5-0 vote. Carried.**

Administrator Update:

- Frontier Communications accounts for Wastewater Treatment Plant and Municipal Liquor Store have been cancelled per council request.
- Public Works will begin closing both parks the week of October 14th.
- After multiple phone calls and emails to Verizon Wireless Contact, Ballard has still been unsuccessful in attempts to obtain pricing for a City Hall phone.
- Currently working on getting MN Bid Account Registration to post the Fire Truck for sale.

Mayor and Council Update:

- Bob Roesler: Have concerns with the road condition from Caseys to I-90, stating it is a washboard while driving at posted speed. Councilmember Larson stated that during the hard rains they were blacktopping and he talked to someone who said this wouldn't hold up but the State Rep on sit stated it would be fine. Discussion included the punch list needs to be completed before final payment and the request that someone is scheduled to touch base with council.
- Brad Ringnell: Would like to see leaf pick up scheduled soon.
- Kurt Olson: Question regarding streetlights from 2nd to 5th on Main Street. Discussion included this is part of the state project and they will be coming in, however currently backordered.

Motion to adjourn at 5:47 p.m. by Ringnell. Second by Larson.

Andrea Ballard, Deputy Clerk