

# **SHERBURN CITY COUNCIL MEETING**

**December 2, 2024, at 5:00 P.M. | CITY HALL, 21 E 1<sup>ST</sup> STREET**

## **PRESENT:**

Robert Roesler, Kurt Olson, Brad Ringnell, Matt Larson and Sarah Kramer (arrived at 5:07 pm). Also present was Andrea Ballard, City Clerk and Sean Devens, Deputy Clerk.

The meeting was duly called to order by Robert Roesler at 5:00 p.m.

## **OPEN PUBLIC COMMENTS**

- Nick Kirby, Sherburn Resident was concerned with the quality of water at his home and stated that others have voiced the same to him. Mr. Kirby stated that nothing was done with the complaint he had made at City Hall. Administrative staff informed him and council that they had spoken with Public Works regarding this complaint and that they were working on resolving the issue at the Water Treatment Plant.

## **APPROVAL OF AGENDA**

The Clerk recommended an amendment to the agenda, including adding an approval of a TLR invoice to be paid for renovations (Impact Interiors Group for the amount of \$12,436.59).

**Motion to approve agenda by Ringnell. Second by Larson. 4-0. Carried.**

## **APPROVAL OF MINUTES**

**Motion to approve Regular Meeting minutes from November 18, 2024 by Larson and second by Olson. 4-0 vote. Carried.**

## **CONSENT AGENDA**

**Motion to approve E-Checks #821-825 and Paper Check #46137-46234 by Ringnell. Second by Larson. 4-0 vote. Carried.**

## **REGULAR AGENDA**

1. Fraternalization Policy – Recommendation by administrative staff to pass a policy in efforts to minimize any workplace relation issues regarding relationships between employees and/or management. **Motion by Ringnell to adopt the Fraternalization Policy as presented. Second by Olson. 4-0 vote. Carried.**
2. Plan It Software Program Purchase Approval came before council for a second time after Ballard was able to obtain reports to present. This software will assist the City in developing and maintaining a Capital Improvement Plan. **Motion by Ringnell to approve the purchase of Plan It Software in the amount of \$1000 for the first year. Second by Olson. 5-0 vote. Carried.**
3. Blue Cross Blue Shield Insurance Discussion – Ballard presented information regarding a breakdown of insurance costs per council recommendation at the November 18<sup>th</sup> meeting. Currently there are 4 full time employees taking insurance coverage. With the change in benefit by the City to 100% there would be 5. The cost breakdown is as follows:

	<u>100% Coverage:</u>	<u>75% Coverage:</u>
General Fund:	\$16,130	\$12,097
MLS Fund:	\$21,368	\$16,025
WTP/WWTP Fund:	\$12,978	\$9,733

Decision was made by council to go ahead with group insurance instead of offering a stipend and to further discuss premium coverage provided by the City.

4. Approval of TLR Invoice for Renovations – Furniture – Motion by Ringnell to approve invoice, Second by Larson. 5-0. Carried.

**POLICE CHIEF REPORT** - Police Chief Yochim reported that Shop with a Cop planning is going well and the department hopes to assist as many children as logistically possible. Mayor Roesler praised Chief Yochim for his community policing, referencing a positive interaction over Thanksgiving.

**CLERK’S UPDATE** – Ballard, City Clerk, informed council that Holiday decorations had been put up, Public Works had hauled biosolids, a request for proposal regarding cleaning services will be put out soon, and Devens, Deputy Clerk is doing well and has been working with Public Works to update Utility Billing accounts that had incorrect meter readings or were not getting a bill.

**REPORT FROM THE MAYOR AND COUNCILMEMBERS**

Sarah Kramer – nothing at this time.

Brad Ringnell – nothing at this time.

Matt Larson – Would like to see Public Works take the street sweeper out again.

Kurt Olson – nothing.

Robert Roesler – Would like administrative staff to update a new property owner on where to bring leaves after leaf pick up has concluded.

**ADJOURN** - Motion by Ringnell to adjourn the regular meeting at 5:40, second by Larson. 5-0 vote. Carried.

Andrea Ballard,  
City Clerk / Treasurer