

City of Ellendale
May 9th, 2024
Regular Council Meeting
7:00 pm

Agenda

7:00 Call Meeting to Order

1. Pledge of Allegiance
2. Approve Agenda

7:05 Consent Agenda Items

1. Accounts Payable/Claims
2. Minutes
 - April 11th, 2024: Council Meeting Minutes
3. Resolution
 - 2024-15: Authorizing Funds Received from the Southern MN Initiative Foundations and Community Foundation of Ellendale to be Used for Community Building Project
4. Financials

7:15 Public Hearing

1. 601 Lageson Court, 603 Lageson Court, 801 Dale Court, 803 Dale Court & 805 Dale Court - Ordinance: Title IX: General Regulations; Section 92.38, Owners Responsible for Trimming, Removal and the Like

7:30 Public Input

Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council may not act on an item presented during the Public Comment period unless the item is already on the agenda for action. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Clerk-Treasurer for follow-up.

1. Joel Meyer – Property owner at 406 6th Street regarding concerns of temporary antenna at property to the north
2. Daniel Petsinger – Property owner at 601 and 603 Lageson Court; 801, 803 and 805 Dale Court regarding policies and procedures surrounding the Codification Manual Chapters 10-152 Manual

7:40 Report

1. Fire Department
 - Fire Hall Committee
 - \$8,000.00 APX Invoice – *needs approval*
 - APX Contract Language - authorized representative to approve expenditures and decisions up to \$5,000 or some other amount – *needs approval*
 - Lease Purchase Agreement from NCL to Rebuild Tanker Truck – *discuss downpayment*
 - Expenses
 -
2. Maintenance
 - Community Center Replacement of Motor on A/C Unit – *Jensen Heating to submit a quote*
 - \$29,538.00 Public Safety Money – *should this be used for \$30,500.00 snowplow down payment, if so, needs approval*

- Water Shut-Off Procedure - *update*
 - Expenses
 - \$7,458.00 for 24 Water Meters from Ferguson – *needs approval*
 - \$600.00 Electric at Ambulance Bay – *unassigned money, if approved*
 - Gravel for Parking at Park and Mulch Playground – *park money, if approved*
3. Park and Trails Committee
 - Update
 4. Community Gathering Place Mural Project Committee
 - Update
 5. Steele Heights
 - Update
 6. Codification
 - City Resident Concerns
 - 601 Lageson Court: Unauthorized Tower (152.102; 152.219)
 - Attorney
 - 409 5th Avenue West
 - Discuss Violation Abatement – *needs approval*
 - 109 6th Avenue East; 408 7th Avenue West; 199 8th Avenue East
 - Letter sent to property owner to be invited to June 13th Meeting
 7. Clerk
 -

8:20 Unfinished Business

1. Spring Clean-Up
 - September 7th, 9:00 am – 12:00 pm

8:25 New Business

1. 2024A General Obligation Tax Increment Bonds -Award Resolution
2. National Night Out

8:40 Mayor/Council Updates

1. Mayor Bartsch
2. Council Member Asplund
3. Council Member Bartness
4. Council Member Froman
5. Council Member Groth

9:00 Adjournment

**MINUTES OF ELLENDALE
CITY COUNCIL MEETING
THURSDAY, MAY 9TH, 2024
7:00 PM**

Present: Mayor Matthew Bartsch; Council Members Jon Asplund, Derek Bartness, Jackie Froman and Scott Groth; Clerk/Treasurer Kim Zimprich, Deputy Clerk/Treasurer Steve Engel; Fire Chief Logan Busho; Assistant Fire Chief Pat Krueger; Fire Department Training Captain Nolan McGowan; Utilities and Maintenance Supervisor Josh Otto; David Drown and Associates Shannon Sweeney

Absent: None

Visitors: City Residents Laura Krenke, Rebecca Larson, Joel and Connie Meyer, Barbara Mrotz, Dan Nelson, Russ and Cynthia Nelson, Daniel Petsinger; Independant Media Aaron Lake; Independent Investigative Journalist and Advocate Keith Haskell; Steele County Times Reporter Johnny Clubb

Call Meeting to Order: Meeting was called to order at 7:00 pm by Mayor Bartsch. The Pledge of Allegiance was recited.

Agenda: A motion was made to approve the Agenda by Council Member Groth. Council Member Bartness advanced. Motion carried, all in favor.

Consent Agenda Items: A motion was made by Council Member Froman to approve the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$106,159.36, April 11th, 2024: Council Meeting Minutes, Resolution 2024-15: Authorizing Funds Received from the Southern MN Initiative Foundation and Community Foundation of Ellendale to be Used for Community Building Project, and Financials. Council Member Bartness advanced. Motion carried, all in favor.

Public Hearing:

1. 601 and 603 Lageson Court; 801, 803 and 805 Dale Court – Ordinance: Title IX: General Regulations; Section 92.38, Owners Responsible for Trimming, Removal and the Like: This was postponed to the next Council Meeting to consult with the City Attorney for direction.

Public Input:

1. Joel Meyer – Property owner at 406 6th Street regarding concerns of temporary antenna at property to the north: He shared concerns about the tower that is at 601 Lageson Court.
2. Daniel Petsinger – Property owner at 601 and 603 Lageson Court; 801, 803, and 805 Dale Court regarding policies and procedures surrounding the Codification Manual Chapters 10-152: He shared concerns regarding policies and procedures surrounding the Codifications Manual.
3. Independent Investigative Journalist and Advocate Keith Haskell: He shared concerns regarding the Codification Manual and served a Notice of Intent to Sue to Mayor Bartsch regarding a data request.
4. City Resident Cynthia Nelson: She shared concerns about properties not being mowed.
5. City Resident Connie Meyer: She shared concerns about the tower that is at 601 Lageson Court.

Reports

1. Fire Department
 - Fire Hall Committee:
 - APX Invoice: A motion was made by Council Member Groth to approve payment to APX in the amount of \$8,000.00 for pre-construction services. Council Member Bartness advanced. Motion carried, all in favor.

- APX Contract Language: It was discussed whether an authorized representative should be assigned and approved by the City Council to approve expenditures and decisions for up to \$5,000.00 when working with APX. The Council decided that the Council needs to be involved when making these decisions and a Special Meeting can always be scheduled if needed.
- Lease Purchase Agreement from NCL to Rebuild Tanker Truck: A motion was made by Council Member Groth to approve the \$34,500.00 down payment to NCL to rebuild the tanker truck, with the township equipment money. Council Member Bartness advanced. Motion carried, all in favor.
- Fire Department Members:
 - Assistant Fire Chief Krueger: Fire Chief Busho introduced Assistant Fire Chief Pat Krueger.
 - New Member: The Fire Department received an application from Chris Olson, who has volunteered with the Fire Department in the past. His membership is pending passing a background check.
 - Current Members: Fire Chief Busho stated the Fire Department currently has 21 members, 22 members are considered full staff.
- Expenses:
 - Grant: Fire Chief Busho stated Training Captain McGowan received a \$200.00 Harbour Freight gift card through a grant to purchase tools.
 - Pager Purchase through Amcon: A motion was made by Council Member Bartness to approve the purchase of ten pagers from Amcon in the amount of \$4,500.00. Council Member Asplund advanced. Motion carried, all in favor.
 - Tool Inventory: Fire Chief Busho asked for approval to spend up to \$1,000.00 on general tools for wild land. The Council requested a list of tools be presented at the next meeting; therefore, this was postponed until the next Council Meeting.
 - Reimbursement: A motion was made by Council Member Groth to approve payment to Fire Chief Busho in the amount of \$134.22 to reimburse him for fixing a flood light, after he provides a receipt. Council Member Bartness advanced. Motion carried, all in favor.

2. Maintenance

- Community Center Replacement of Motor on A/C Unit: A quote has yet to be submitted from Jensen Heating.
- \$29,538.00 Public Safety Money: It was asked if the Council would like to use this money for the \$34,500.00 downpayment for the snowplow. The Council were in consensus of splitting the payment a third to the city, fire department and ambulance and utilize unassigned money for the snowplow downpayment. This was postponed until the next Council Meeting to confirm that it is legal for the city to pay out a third of the money to the ambulance since this is not a city department, however, it is a joint powers ambulance.
- KLM: Maintenance Otto stated KLM has completed cleaning the interior and exterior of the water tower.
- Force Main Lift: Maintenance Otto informed the Council there was a six-inch main repair completed this week by Brandon Flatness.

- Mowing: Maintenance Otto stated Central Farm Services sold their property and they were mowing where the Ellendale sign is east of the property, which is owned by the state, and the new owners will not be mowing this area. The Council directed Otto to include this area in his mowing schedule.
- Water Shut-Off Procedure: An update was made that the water shut off notices have been sent via certified mail and there have been responses from property owners paying their delinquent utility bills. There are three water shut offs scheduled for May 21st, if the payments are not made. Of the notices mailed, the ones the city did not receive a delivery receipt from will receive a hand delivered notice on May 10th. An update will be made at the next meeting.
- Expenses
 - \$7,458.00 for 24 Water Meters from Ferguson: A motion was made by Council Member Bartness to approve the purchase of 24 water meters through Ferguson in the amount of \$7,458.00. Council Member Asplund advanced. Motion carried, all in favor.
 - \$600.00 Electric at Ambulance Bay: A motion was made by Council Member Groth to approve having electric wired at the Ambulance Bay in the amount of \$600.00, utilizing unassigned money. Council Member Froman advanced. All in favor, motion carried.
 - Gravel for Parking at Park and Mulch Playground: Maintenance Otto stated it would be approximately \$400.00 for gravel. A quote was not presented for playground mulch. This was postponed until the next Council Meeting to be brought to the Park and Trails Committee at the May 21st meeting.
- 3. Park and Trails Committee
 - The Committee meets the third Thursday of the month at 7:00 pm, with the next meeting scheduled for May 21st.
- 4. Community Gathering Place Mural Project Committee
 - The next meeting is scheduled for May 21st. It was stated that Artist Chandler Anderson was able to clear coat the mural himself. The Committee will discuss doing the wind load test through Jones, Haugh and Smith; the quote was \$750.00. Also to be discussed is surveying for property lines; the quote being \$1,900.00.
- 5. Steele Heights
 - The city has yet to hear from the state regarding the deferred loan that was submitted.
- 6. Codification
 - City Resident Concerns
 - 601 Lageson Court: Unauthorized Tower (152.102; 152.219): This was postponed until the next Council Meeting to consult with the City Attorney for direction.
 - Attorney
 - 409 5th Avenue West: A motion was made by Mayor Bartsch to abate the codification violation at 409 5th Avenue West. Council Member Groth advanced. Motion carried, all in favor.
 - 109 6th Avenue East; 408 7th Avenue West; 199 8th Avenue East: A letter was sent to the property owner to attend a hearing at the June 13th Council Meeting.
- 7. Clerk
 - Nothing was presented.

Unfinished Business:

1. Fall Clean-Up:

- Fall clean-up is scheduled for September 7th, 9:00 am – 12:00 pm at the City Maintenance Shop and a notice will be sent to city residents and business owners with their water bill in August.

New Business:

1. 2024A General Obligation Tax Increment Bonds – Award Resolution: Council Member Groth introduced Resolution 2024-16 and moved its adoption. The motion for the adoption of the foregoing resolution was duly seconded by Council Member Froman and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: Mayor Bartsch, Council Members Groth, Asplund, Froman and Bartness. Whereupon Resolution 2024-16 was declared duly passed and adopted.
2. National Night Out: Council Member Froman asked if the Council would rather have a food truck present at National Night Out instead of serving root beer floats. The Council consensus was to continue serving root beer floats.

Mayor/Council Updates:

1. Mayor Bartsch: He stated he appreciated the Council and audience during this meeting.
2. Council Member Asplund: He had nothing to present.
3. Council Member Bartness: He had nothing to present.
4. Council Member Froman: She had nothing to present.
5. Council Member Groth: He stated he overheard a comment that the park is for little kids only and wanted to clarify that the park is for everyone.

Also stated during Council Member Groth’s time was that there are approximately five lights left to be changed to LED on 5th Avenue.

148th Street Seal Coating: Before the meeting ended, Deputy Clerk/Treasurer asked to be recognized. He stated Berlin Township is requesting the city pay for half of the seal coating on 148th Street because the city has shared this cost in the past. The amount requested is \$5,200.00. The money is not budgeted for, however, there may be money left from the street project approved through Ulland and there is money in the capital account from last year, which would be unassigned money. A motion was made by Council Member Groth to approve payment of \$5,200.00, half of the project cost to seal coat 148th Street. Council Member Bartness advanced. Motion carried, all in favor.


A motion was made by Council Member Bartness to adjourn the Council Meeting. Council Member Asplund advanced. Motion carried, all in favor. The meeting was adjourned at 8:26 pm.



 Kim Zimprich, Clerk/Treasurer

6/13/2024

 Date



 Matthew Bartsch, Mayor

6/13/2024

 Date

The Minutes are a true and exact copy of the Minutes as they appear in the City of Ellendale Minutes Book.