

City of Ellendale
September 12th, 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 *If there is any item on the consent agenda that a council member feels needs further discussion, please ask for it to be removed and placed on the agenda.*

1. Accounts Payable/Claims
2. Minutes
 - August 8th, 2024: Council Meeting Minutes
 - August 15th, 2024: Special Council Meeting Minutes
 - August 28th, 2024: Appeal Hearing-Special Council Meeting Minutes
3. Resolutions
 - 2024-26: Authorizing Donation of Money from Beaver Lake to the City of Ellendale Fire Department
 - 2024-27: Accepting a Donation of Money from the Ellendale Joint Ambulance Service for a Clothing Stipend for Emergency Responders for Second Quarter 2024
 - 2024-29 Authorizing Donation of Money From the Ellendale Fire Relief Association to the City of Ellendale
4. Financials

7:10 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 Council Member. 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.

7:30 Reports

1. Fire Department
 - Fire Hall Committee
 - Expenses
2. Maintenance
 - Cummins Generator Estimates for Service Quotes
 - Partial Collapsed Line on 6th Avenue – *Otto to gather quotes*
 - Expenses
 - Leaf Blower
3. Park and Trails Committee
 - Park Swings to be Ordered – *Clerk's Office to consult with Mayor regarding order*
4. Community Gathering Place Mural Project Committee

- Update on Light Installation & Moving Meter
- Tree Removal Discussion
- Phase 2 Plans
- Historical Society – Mural to City

5. Steele Heights

- Update

6. Codification

- Updates
 - 109 6th Avenue East; 408 7th Avenue West; 199 8th Avenue East – *Update*
 - 217 8th Avenue East: Nuisance Parking and Storage (92.19); Inoperable Motor Vehicles (92.20) – *Abated*
- Concerns
 - 712 Simplicity Drive: Un-mowed Grass (92.38)
- Notice of Violation/Warning Administrative Citation
 - 306 6th Avenue West: Inoperable Motor Vehicle and Expired Tabs (92.20) - *Update*
- Administrative Citation
 - 601 Lageson Court: Unauthorized Tower (152.102;152.219)
 - 601, 603 Lageson Court; 801, 803, 805 Dale Court: Un-mowed Grass (92.38) – *Repeat Violation*

7. Clerk

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8:30 Unfinished Business

1. Clerk's Office Repairs

- Update

8:35 New Business

1. General Fund CD Maturity

- General Fund CD Renew @ 9 Month CD @ 4.5% - *needs approval*

2. Resolutions

- 2024-1-01: Amended Ellendale City Appointments
- 2024-28: Resolution to Enter into MN DOT Agreement for Snow and Ice Removal

3. LMC Insurance Waiver

- Liability Limit Waivers

4. PTO Policy

- Pay Out Policy - *discussion*

5. 2025 Preliminary Budget

- Set another workshop or approve revised budget
- 2024-30 Resolution Approving the Proposed 2025 Tax Levy

8:50 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, SEPTEMBER 12TH, 2024
7:00 PM**

Present: Mayor Matthew Bartsch; Council Members Jon Asplund, Derek Bartness, Jackie Froman and Scott Groth; Deputy Clerk/Treasurer Steve Engel; Fire Chief Logan Busho

Absent: Utilities and Maintenance Supervisor Josh Otto

Visitors: City Residents; Sue Asplund, Brian Anderson, Laura Krenke, Joel Meyer, Becky Larson, Pastor David Modder, Cynthia Nelson, Jo Lerberg, Barb Mrotz, Dan Nelson, Nathan Vanek & Nolan McGowan; property owner Daniel Petsinger; Independent Investigative Journalist and Advocate Keith Haskell; Star Eagle Reporter Eli Lutgens; Steele County Times Reporter Kay Fate; City Attorney Mark Rahrlick.

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

Agenda: A Fire Department claim was added to the Consent Agenda Items for Volunteer Firefighter' Benefit Association for two new members in the amount of \$22.00. A motion was made to approve the Amended Agenda by Council Member Groth. Council Member Froman advanced. Motion carried, all in favor.

Consent Agenda Items: A motion was made by Council Member Groth to approve the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$85,197.37, August 8th, 2024: Council Meeting Minutes, August 15th, 2024: Special Meeting Minutes and August 28th, 2024, Special Meeting Minutes, Resolution 2024-26: Authorizing Donation of Money from Beaver Lake to the City of Ellendale Fire Department, Resolution 2024-27: Accepting a Donation of Money from the Ellendale Joint Ambulance Service for a Clothing Stipend for Emergency Responders for Second Quarter 2024, Resolution 2024-29: Authorizing Donation of Money from the Ellendale Fire Relief Association to the City of Ellendale and Financials. Council Member Froman advanced. Motion carried, all in favor.

Public Input:

- Dan Petsinger handed a complaint letter to the city council members regarding a review of his business, Radio Link. His complaint letter will be handed over to the City Attorney for review.
- Keith Haskell presented the use of surveillance cameras on personal properties.
- Sue Asplund commended all council members for serving on the council, recognizing it is a tough position especially now. She voiced her concern as to why someone can bully and threaten the council with ramifications but does not state what those ramifications are. That seems to be a threat. They should be held accountable for their behavior.

Reports

1. **Fire Department**

- **Fire Hall Committee:** Logan updated the council that we received the MEP drawings. Engel informed the council that City Attorney Mark Rahrlick had reviewed the contract. The council should meet to go over his remarks and make some decisions on his recommendations. We should also review the drawings. A meeting was set for September 26, 2024 at 6:30 pm in the City Clerk's office council meeting room. Council member Froman asked if we could revisit bonding vs going through USDA. Engel explained the differences were: 2-3% higher interest rates; the maximum term length is 20, possibly up to 25 years; the other issue was the bond issuance cost, which was approximately \$30,000 for a \$500,000 bond. Engel will contact Shannon Sweeney again, to check rates his opinion on term lengths.
- **Expenses:** Logan stated we did get the grant from Steele/Waseca for additional emergency rescue equipment. It was realized the EFD has a lake within its fire service area but no emergency gear for a water/ice rescue. The equipment we can purchase costs \$2,900.00. Steele/Waseca donated \$2,000. We will need to pay the additional \$900.00 for the purchase. Motion by Council member Groth to purchase the

equipment and pay the additional \$900. Motion advanced by Council member Bartness. Motion carried,
Roll call vote:

Mayor Bartsch: Aye
Council Member Asplund: Aye
Council Member Bartness: Aye
Council Member Froman: Aye
Council Member Groth: Aye

- Nomex Hoods Logan stated we need 3 new suits for the new fire department members. the EFD members were looking at new hoods which carcinogenic preventative. He suggests we get 15 hoods. \$1600.00 total, on sale right now. The FRA make the donation to the city to cover the costs. Motion by Council member Groth to purchase the new hoods at \$1,600.00. Motion advanced by Council member Asplund. Motion carried,

Roll call vote:

Mayor Bartsch: Aye
Council Member Asplund: Aye
Council Member Bartness: Aye
Council Member Froman: Aye
Council Member Groth: Aye

- Side x side: Per Logan, M2 Sports went through the vehicle and gave us estimates of close to \$5,000.00 to make the vehicle road worthy. The diagnostic cost is \$400.00. Scorched piston, head gasket, wheel bearings, sensors, intake manifold is cracked, transmission troubles and seals. It is not worth repairing. The EFD will look at options to replace the vehicle.
- Poly tanker project. OSCO will need the truck in 2 months. The truck and frame are painted. Took truck to Derrick's in BP to replace brake chambers, air lines & full service. Will take it to Mike's Repair for 4 new tires next. It will have to be transported to Illinois for fitting of the poly tank. The transportation costs are quoted at about \$1,200.00-\$1500.00.
- Fire Department membership Logan commented that we have 21 members and have another possible new member coming to the next department meeting. No one is near retirement so we have a full department.

2. Maintenance

- Cummins Generator Estimates for Service Quotes: A motion was made by Mayor Bartsch to accept the Cummins generator estimates for service in the amount of \$,3,682.20. Council Member Bartness advanced. Motion carried, all in favor.

Roll Call Vote:

Mayor Bartsch: Aye
Council Member Asplund: Aye
Council Member Bartness: Aye
Council Member Froman: Aye
Council Member Groth: Aye

- Partial Collapsed Line on 6th Avenue: Maintenance Otto was to gather quotes. No quotes obtained yet.
- Expenses:
 - Leaf Blower: The Council okayed the purchase of a \$200.00 DeWalt leaf blower for park clean up. A thank you to the volunteer help with the city park and the park on main street. It is greatly appreciated.

3. Park and Trails Committee

- Park Swings to be Ordered: Mayor Bartsch to meet with city staff to order the equipment. The large rock was placed in the city park. Council member Groth suggested the 2 trees on the south side of the basketball court should be moved. They will cause issues when they are larger. This will be discussed at the next parks meeting.

4. Community Gathering Place Mural Project Committee

- Update on Light Installation and Moving Meter: Engel stated the plan is to have the outlets & meters moved next by Resler Electric. Gopher One call was done and everything is marked. Josh Otto will do the trench work for Resler.
- Phase 2 Plans: Jo Lerberg stated the mural has been completed and the final report has been turned into SMIF for approval of funds. Council member Groth asked Jo Lerberg if she and the mural committee had any design or phase 2 plans. Jo explained the plans depended on what the council decided to do with the tree, keep it or take it down. They cannot make plans or begin fund raising activities until this is determined. Plans were presented last year but will be updated. Mr. Petsinger commented as to has the city looked at the cost of maintenance if they keep the tree. Have they looked at how much ground cover is going to used and being permeable vs nonpermeable vegetation? The types of vegetation to be planted depends on whether the tree stays or goes. Council member Asplund asked if this tree was planted as a memorial in honor of Dr. Ertl? Yes, it was, according to Council member Froman. Jo Lerberg add that the mural and interpretive sign will pay homage to Dr. Ertl. Council member stated that the tree is a staple to Ellendale and also concerned about what problems will arise from the roots. Also, who will maintain this garden area in the future as the current volunteers may not be involved in the future. This may become an additional cost to the city for maintenance. Jo Lerberg thought Sequoia could tell us what kind of upkeep we will need.
- Interpretive Sign Dan Nelson explained the sign will be placed near the mural and will have historical stories and pictures to go along with the mural and have additional pictures of the earlier years of Ellendale, including Dr. Ertl, who is depicted in the mural painting. His story will and legacy will be carried on through the interactive sign replacing the current tree planted in his memory.
- Tree Removal Discussion: After much discussion by the council, Mayor Bartsch asked for a motion to keep the tree. Motion by council member Asplund was made to keep the tree. Council member Froman advanced the motion. Roll call vote was taken. Council members Asplund Aye; Bartness Nay; Froman Aye; Groth Nay; Mayor Bartsch Nay. The motion failed to pass. Mayor Bartsch asked for a motion to remove the tree. Council member Bartness made the motion to remove the tree. Mayor Bartsch advanced the motion. Roll call vote was taken. Council members; Asplund abstained; Bartness Aye; Groth Aye; Froman Nay; Mayor Bartsch Aye. Motion to remove three passed. Mayor Bartsch stated the committee needs to determine how the area is going to be repaired once the tree is removed and insure the property is utilized properly and looks good 10 years down the road. Mayor Bartsch reiterated to the committee that the council needs to see a budget, timeline and the layout for phase 2. Only when we have seen these 3 things then it is prudent to remove the tree.
- Historical Society – Mural to City: Barb Mrotz presented the completed mural to the City of Ellendale. She asked the council to hear from Dan Nelson regarding the additional interactive sign that will be added to the garden. A motion to accept the tree form the Historical Society, was made by Council member Groth. Motion advanced by Council member Bartness. Motion carried, all in favor. A resolution will be done at the next council meeting.

5. Steele Heights

- Update: Engel stated we should hear the outcome of the deferred loan application next week. It is supposed to be announced on September 23rd.

6. Codification

- Updates

- 109 6th Avenue East; 408 7th Avenue West; 199 8th Avenue East – No change on 109 6th Avenue East or 408 7th Avenue West. 199 8th Avenue East continues to be improved. Motion by Council member Groth to issue an administrative citation on 109 6th Avenue East and 408 7th Avenue West. Council member Bartness advanced the motion. Motion carried, all in favor.
- 217 8th Avenue East - Nuisance Parking and Storage (92.19); Inoperable Motor Vehicles (92.20): This violation has been abated. Remaining vehicle is used on a daily basis and meets city parking limit requirements.
- Concerns
 - 712 Simplicity Drive – Un-mowed Grass (92.38): Grass not taken care of by this meeting. Motion by Council member Groth to send a letter of violation. Council member Asplund advanced. Motion carried, all in favor.
- Notice of Violation/Warning Administrative Citation
 - 306 6th Avenue West – Inoperable Motor Vehicle and Expired Tabs (92.20): This violation has been abated. Remove from list.
- Administrative Citation
 - 601 Lageson Court - Unauthorized Tower (152.296): A motion was made by Council member Asplund to enforce the fine. Mayor Bartsch advanced the motion. Motion carried, all in favor.
 - Mayor Bartsch made a motion to authorize the City Attorney Mark Rahrlick to move forward to obtain a court order to have the issue abated. Council Member Asplund advanced. Motion carried, all in favor.
 - 601, 603 Lageson Court; 801, 803, 805 Dale Court – Un-mowed Grass (92.38): This is a repeat violation. Engel stated the lots have not been mowed as of today. Mr. Petsinger commented that he has not seen any notification by mail from the city clerk regarding this violation. He respectfully asked the council to follow up with the city clerk on notification of this particular incident. Mayor Bartsch asked if this was the second or third time. Engel explained this was the third time. The fine that was issued on the second violation was rescinded, as the lots were mowed on the day of the last council meeting. With that information, a motion was made by Mayor Bartsch to enforce the administrative fine of \$25.00 per lot under the repeat violation code section. Council Member Asplund advanced. Motion carried, all in favor.

7. Clerk

- No items

Unfinished Business:

1. Clerk's Office Repairs: Clerk/Treasurer Engel stated the north side is almost complete. JK Routh will be completing the work on the south side. Waiting for an update from Jesse Routh on the plan and date.

New Business:

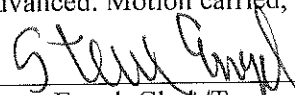
1. General Fund CD Maturity: A motion was made by Council Member Asplund to move the General Fund CD that is up for maturity to a 9 Month CD at a 4.5% interest rate. Council Member Groth advanced. Motion carried, all in favor.
2. Resolutions
 - 2024-1-01: Amended Ellendale City Appointments: A motion was made by Council Member Groth to accept Resolution 2024-1-01. Council Member Bartness advanced. Motion carried, all in favor.

- 2024-28: Resolution 2024-28: Resolution to Enter into MN DOT Agreement for Snow and Ice Removal:
The new agreement will have a 4% increase per year, over the previous year. A motion was made by Council Member Groth to accept Resolution 2024-28. Council Member Bartness advanced. Motion carried, all in favor.
- 3. LMC Insurance Waiver: A motion was made by Mayor Bartsch to approve the Insurance Waiver for P-C Liability Limits. Council Member Bartness advanced. Motion carried, all in favor.
- 4. PTO Policy
 - Pay Out Policy: This was tabled to gather further information, to be presented at the next Council Meeting. City Attorney Rahrick will send a policy to review from another city.
- 5. 2025 Preliminary Budget
Resolution 2024-30: Approving the Proposed Tax Levy for 2025: A motion was made by Council Member Groth to accept Resolution 2024-30. Council Member Bartness advanced. Motion carried.
Roll Call Vote:
Mayor Bartsch: Aye
Council Member Asplund: Aye
Council Member Bartness: Aye
Council Member Froman: Aye
Council Member Groth: Aye

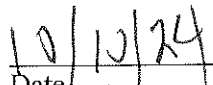
Mayor/Council Updates:

1. Mayor Bartsch: Looking forward to seeing the clerk's office repairs being done along with the fire hall.
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 is willing to donate an evergreen tree in honor of Dr. Ertl after the removal of the current tree, which was decided to be taken down at this meeting (noted under Community Gathering Place Mural Project Committee Report). It was decided it will be up to the council to find the location.

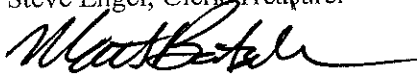
A motion was made by Council Member Bartness to adjourn the Council Meeting. Council Member Asplund advanced. Motion carried, all in favor. The meeting was adjourned at 8:11 pm.



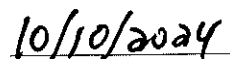
Steve Engel, Clerk/Treasurer



Date



Matthew Bartsch, Mayor



Date

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