

City of Ellendale
April 14th, 2022
Regular Council Meeting
7:30 pm

Agenda:

7:30 Call Meeting to Order

1. Pledge of Allegiance
2. Approve Agenda

7:35 Consent Agenda Items

1. Accounts Payable/Claims
2. Minutes:
 - March 10th, 2022: Public Hearing Minutes
 - March 24th, 2022: Council Meeting Minutes
3. Resolutions:
 - Resolution 2022-3-01: Amending the Master Fee Schedule Fees for 2022 (added Registration of Vacant Buildings)
 - Resolution 2022-9 Authorizing Donation of Money from the Ellendale Fire Relief Association to Purchase Basketball Equipment and Court
 - Resolution 2022-10: Accepting a Donation of Money from the Ellendale Joint Ambulance Service for a Clothing Stipend for Emergency Responders
 - Resolution 2022-11: Setting a Public Hearing on a Vacation
4. Financials

7:40 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.

7:45 Reports:

1. Fire Department
2. Maintenance
 - Seasonal Position – *Posted the 14th & 21st. Due by 5/11/22.*
 - Empire Quote to Repair Sewer Line – *Repairs are budgeted.*
 - Ulland Quote
3. Ellendale Parks and Trail Committee (EPTC)
4. Codification Committee
 - Ordinances in Review
 - Swimming Pool Ordinance
 - Properties in Review
 - 604 8th Avenue West – 91.07 Habitual (dog) Barking
 - Notice of Violation

- Warning Administrative Citation
 - 117 5th Avenue East – (May 1st deadline)
- Administrative Citation
 - 409 5th Avenue West (April 18th deadline) - *No response*
 - 518 Radel Court (April 18th deadline) - *No response*
 - 109 6th Avenue East; 199 8th Avenue East; 306 4th Avenue West; 408 7th Avenue West (September 1st deadline)

5. Clerk

8:00 Unfinished Business

1. Fire Department Ladder Truck
 - Truck to be taken to Keck's Repair to be DOT inspected – *Busho to follow through*
2. Lagoon Road
 - Engel to establish property addresses with Steele County Nick Flatgard
3. Community Center
 - Engel to follow up with Advanced Masonry Restoration – *review AMR quote*
4. 520 6th Street Modular Home Sale
 - Mayor Bartsch assigned to this task

8:15 New Business

1. New Construction
 - 810 Rose Drive

8:20 Mayor/Council Updates

1. Mayor Bartsch
2. Council Member Groth
3. Council Member Bartness
4. Council Member Kibler
5. Council Member Goebel

8:30 Adjournment

**MINUTES OF ELLENDALE
MEETING
THURSDAY, APRIL 14TH, 2022
7:30 PM**

Present: Acting Mayor Scott Groth; Council Members Duane Goebel and Derek Bartness; Clerk/Treasurer Kim Zimprich; Deputy Clerk/Treasurer Steve Engel; Fire Chief Logan Busho; Fire Hall Committee Member Jackie Froman

Absent: Mayor Matthew Bartsch; Council Member Stephanie Kibler

Visitors:

Call Meeting to Order: Meeting was called to order at 7:34 pm by Acting Mayor Groth. The Pledge of Allegiance was recited.

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

Consent Agenda Items: Resolution 2022-3-01: Amending the Master Fee Schedule Fees for 2022 and Resolution 2022-11 Setting a Public Hearing on a Vacation were both pulled and placed under Clerk Report for further discussion. A motion was made by Council Member Goebel to approve the Amended Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$34,682.18, March 10th, 2022, Public Hearing Minutes, March 24th, 2022 Council Meeting Minutes, Resolution 2022-9: Authorizing Donation of Money from the Ellendale Fire Relief Association to Purchase Basketball Equipment and Court, Resolution 2022-10: Accepting a Donation of Money from the Ellendale Joint Ambulance Service for a Clothing Stipend for Emergency Responders and Financials. Council Member Bartness advanced. Motion carried, all in favor.

Public Input: Acting Mayor Groth recognized Fire Hall Committee Member Jackie Froman. She stated she continues to work on the AIA Contract and will be in touch with the Clerk's Office when complete.

Reports:

1. Fire Department:

- A motion was made by Council Member Goebel to approve the purchase of tire chains for the pumper truck in the amount of \$3,300.00. Council Member Bartness advanced. Motion carried, all in favor.
- Fire Chief Busho will obtain a quote from Steele County for a new fax machine since the Fire Department fax machine is no longer working.
- A motion was made by Acting Mayor Groth to have the Ranger wrapped with Ellendale Fire Department lettering in the amount of \$300.00. Council Member Bartness advanced. Motion carried, all in favor.
- A motion was made by Council Member Bartness to approve the purchase of two pairs of boots, which are \$350.00 each, a total of \$700.00, for the two new Fire Department Members, Josh Burgess and Pastor David Modder. Council Member Goebel advanced. Motion carried, all in favor. Let it be noted both new members passed the background check.
- Fire Chief Busho stated the Ladder Truck was tested this date by American Test Center and it passed. The next step is to have it DOT inspected. A motion was made by Council Member Goebel to approve having the Ladder Truck inspected by Frank Altrichter, Sr. for the cost of \$125.00. Council Member Bartness advanced. Motion carried, all in favor.

2. Maintenance:
 - Seasonal Position: The Seasonal Utilities and Maintenance position will be posted in the Start Eagle on the 14th and 21st of April. Applications are due on May 11th.
 - Empire Quote to Repair Sewer Line: A quote is on file from Empire to repair the sewer line. A second quote has yet to be obtained and Maintenance Otto will follow through.
 - Ulland Quote: The Ulland quote was reviewed for roadwork to be done this year. A motion was made by Council Member Goebel to have School Street South and 7th Avenue West completed as quoted at \$41,715.00. Council Member Groth advanced. Motion carried, all in favor.

3. Ellendale Parks and Trail Committee (EPTC): Mayor Matthew Bartsch and Council Member Kibler were absent; therefore, no report was presented.

4. Codification Committee
 - Ordinances in Review:
 - Regarding the Swimming Pool Ordinance, it was clarified that a Zoning Permit, which would be the City of Ellendale Certificate of Zoning Compliance Application, would be needed for above ground pools with a specified range of gallons and the application fee is \$20.00. For underground pools, a Building Permit would be needed, which would be obtained through Steele County after a Certificate of Zoning Compliance Application was approved. Discussion revolved around if this would be a cost-effective ordinance since there are very few pools that are put up during the summer months. Council Member Bartness made a motion to dismiss this ordinance. Council Member Goebel advanced. Motion carried, all in favor.
 - Properties in Review:
 - 604 8th Avenue West – 91.07 Habitual (dog) Barking: A motion was made by Acting Mayor Groth to send a Notice of Violation to 604 8th Avenue West regarding Code 91.07 Habitual (dog) Barking. Council Member Bartness advanced. Motion carried, all in favor.
 - Notice of Violation:
 - No new violations were presented.
 - Warning Administrative Citation:
 - 117 5th Avenue East: A letter was sent explaining what needs attention with a due date of May 31st.
 - Administrative Citation:
 - 409 5th Avenue West: Citations are due on April 18th. There has been no response from the property owner as of April 14th.
 - 518 Radel Court: Citations are due on April 18th. There has been no response from the property owner as of April 14th.
 - 109 6th Avenue East; 199 8th Avenue East; 306 4th Avenue West; 408 7th Avenue West: A letter was sent stating a \$100 citation will be added each month beginning in April to each property until reviewed September 1st. The citations will be waived if the properties are up to Code by the September 1st due date.

5. Clerk

- Resolution 2022-3-01: A Resolution Amending the Master Fee Schedule Fees for 2022: An explanation was provided that the \$20.00 fee for having a vacant building registered is an annual fee; however, the vacant building needs only be registered one time during ownership. A motion was made by Acting Mayor Groth to approve Resolution 2022-3-01. Council Member Bartness advanced. Motion carried, all in favor.
- Resolution 2022-11: A Resolution Setting a Public Hearing on a Vacation: An explanation was provided for this Resolution and a Public Meeting was scheduled for May 12th at 7:00 pm. A motion was made by Council Member Goebel to approve Resolution 2022-11. Council Member Bartness advanced. Motion carried, all in favor.
- Fire Department Expense Request: A motion was made by Council Member Goebel to approve the purchase of three charges for the Motorola pagers through Amazon in the amount of \$240.00, as requested by Fire Department Member Nolan McGowan per Deputy Clerk/Treasurer Engel. Council Member Bartness advanced. Motion carried, all in favor.
- Deputy Clerk/Treasurer Engel shared with the Council that he filled out a questionnaire for a possible grant through the Senator's Office that may help with Community Center repairs. The grant would be a 50/50 grant, up to \$150,000.00.
- Deputy Clerk/Treasurer Engel also shared that the city was awarded the \$491,000.00 Housing Grant for the Apartment Project.

Unfinished Business:

1. Fire Department Ladder Truck: The Ladder Truck passed inspection through American Test Center. The next step is to have it DOT inspected through Frank Altrichter, Sr. Fire Chief Busho will follow through with this task.
2. Lagoon Road: Deputy Clerk/Treasurer Engel will establish property addresses with Steele County Nick Flatgard.
3. Community Center: A quote was presented from Advanced Masonry Restoration for Community Center structural repairs. Let it be noted additional quotes were attempted to be gathered without responses from the companies that were contacted. A motion was made by Council Member Bartness to approve the quote from Advanced Masonry Restoration in the amount of \$16,160.00 for Community Center structural repairs. Council Member Goebel advanced. Motion carried, all in favor.
4. 520 6th Street Modular Home Sale: Mayor Bartsch will follow through with this task.

New Business:

1. New Construction: A motion was made by Acting Mayor Groth to approve the Certificate of Zoning Compliance Application for a new house to be built at property address 810 Rose Drive. Council Member Bartness advanced. Motion carried, all in favor.

Mayor/Council Updates:

Mayor Bartsch: Absent.

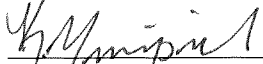
Acting Mayor Groth: He thanked the City Council and Staff for purchasing flowers for his father's funeral. May it be recognized that Scott's father, Paul Groth served 38 consecutive years on the Ellendale City Council.

Council Member Bartness: Nothing to present.

Council Member Kibler: Absent.

Council Member Goebel: Nothing to present.

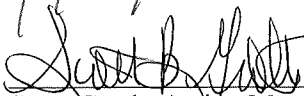
A motion was made by Council Member Bartness to adjourn the Council Meeting. Council Member Goebel advanced. Motion carried, all in favor. The meeting was adjourned at 8:38 pm.



Kim Zimprich, Clerk/Treasurer

4/28/2022

Date



Scott Groth, Acting Mayor

4/28/2022

Date

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