

**CITY OF ELMORE COUNCIL
REGULAR MEETING 6:30 PM
JANUARY 8TH, 2024
ELMORE COMMUNITY ROOM,
ELMORE PUBLIC LIBRARY**

Mayor Vereide called the regular meeting of the Elmore City Council to order at 6:00 pm. Councilmembers present were Sue Dickson, Lorman Jahnke, and Elton Rhoda via Zoom. City employees present: Ricky Garvick Jr. Also present: Vicki Boeckman, Marlys Jagerson, Traci Hanson, Dennis Hanson, Norm Kolve, Betty Myhrom, Roger Holland, Ricky Garvick, Chuck Hunt (Faribault County Register) and Richard Poppe.

The Pledge of Allegiance was recited.

It was moved by Dickson and seconded by Jahnke to approve the meeting minutes. All voted aye, motion carried.

Requested additions to agenda were the burnt house on Iowa Street, update on houses for sale, special election for council vacancy. It was moved by Dickson and seconded by Jahnke to approve the agenda with the additions. All members voted aye, motion carried.

PUBLIC WORKS/UTILITIES

Public Works 4th quarter 2023, comp time was provided for council approval. It was moved by Jahnke to approve the comp payments to Ricky Garvick Jr and Gregory Coupanger. Seconded by Dickson, all voted aye, motion carried.

Ricky Garvick Jr. presented concerns about the broken down street sweeper. New sweepers go for \$250,000. He provided used options to purchase, ranging in cost of \$55,000 and above. He requested permission to go view the \$55,000 machine in person. Council agreed this should be done. Blue Earth is selling their sweeper with bids starting at \$62,000. Unknown sale date since they are waiting on the arrival of the new machine ordered. It is possible to outsource street sweeping. The quote he provided was \$150.00 per hour plus mobilization from Rochester Sweeping and Asphalt Service. The council will circle back after weighing all options.

The current utility meter software and handheld reader is becoming outdated and having technical difficulties. A quote provided by our current utility company was given at \$7,873.00 for Neptune 360 software and R900 Belt Clip Transceiver V3. This upgrade was put into the 2024 budget. It was moved by Dickson to invest in the new utility software and equipment, seconded by Jahnke, all voted aye, motion carried.

The option to add online utility and miscellaneous bill pay was requested by City Clerk, Emmers. She explained that our current credit card company, All Paid, offers this service at no additional cost. It would be a time saving convenience for both citizens and clerks. It was moved by Dickson to add online bill pay, seconded by Jahnke, all voted aye, motion carried.

FIRE DEPARTMENT

2023 Fire Department and First Responder checks were presented. It was moved by Jahnke to pay the fire and first responders, seconded by Dickson, all voted aye, motion carried.

The chassis for the new fire truck is being worked on. The new truck will be purchased mainly with grant money and donations.

MUNICIPAL LIQUOR STORE

The Ordinance No. 12.11.23.1 was read at the December 11th, 2023 regular meeting and the January 8th, 2024 public hearing. The ordinance was adopted by the Council with the last day of sales, February 15th, 2024. This opens up a business opportunity as the council would like to lease the space. It may be used as a liquor store with proper licensing or anything the new business can legally do. The council is asking that business plans be submitted by February 5th, 2024 to begin the process.

The City Hall will move to the former police department, city owned, EDA building at 201 E Willis Street. The scheduled open date will be Tuesday, February 20th, 2024. The council requested the City and Deputy Clerk job descriptions be modified to fill in time missing from the liquor store budget. City Clerk 3.75% and Deputy Clerk 22.5%.

CITY EMPLOYEES

It was suggested that full-time employees go from 40 hours per week to 37.5 hours per week to save the City money. It was discussed and not accepted. Council will explore this idea further once all of the changes have taken place to see if the hours should be reduced at that time.

All employees' current earnings and cost of living percentage calculations were presented. It was discussed then Dickson made a motion to raise the wages 3% for 2024, Jahnke seconded, all voted aye, motion passed.

POLICE

Citizens expressed concerns about campers and vans being lived in. Also, vehicles on Jacks. Is there anything the police or the Attorney can do to remedy any of these issues. David Frundt is currently working on the official process to add our ordinances into the County database, making it easier and more official for police to give citations and further. Now that we have a police contract, we can get more of these problems taken care of. The council reminded the citizens that we did not have an active police department March – October 2023.

CLAIMS FOR APPROVAL

| JANUARY 2024 CLAIMS | |
|---|---------------------|
| B & B Sanitation & Recycling - Trash/Recycle | \$ 5,892.32 |
| Beemer - Pond Work - New valve | \$ 9,663.00 |
| Bevcomm - Phones/Alarms | \$ 418.93 |
| Burkhardt & Burkhardt - Checking Reconciliation | \$ 736.25 |
| Domain Listings - Elmoremn.com | \$ 288.00 |
| Ehrich Plumbing - Fuel Oil Cartridge | \$ 6.95 |
| Fruendt Attorneys - Zierke, Liquor Store Close | \$ 167.00 |
| H2O Innovation - Lavasol7 | \$ 752.64 |
| Hawkins, Inc. - Chemicals | \$ 20.00 |
| KBEW - Radio Sponsorships & Elmore News | \$ 55.00 |
| Michael Emmers Sr - Work/supply - new city hall | \$ 1,006.81 |
| NAPA- Supplies, 544 Payloader Parts, tools | \$ 544.08 |
| NuWay-K & H Cooperative - Fuel/Heat | \$ 3,054.38 |
| Utility Consultants- Chemicals & Samples | \$ 544.79 |
| Verizon Wireless - Phones & Library Hotspots | \$ 341.88 |
| | \$ 23,492.03 |

It was moved by Dickson, seconded by Jahnke to approve the claims. All voted aye, motion carried.

GENERAL GOVERNMENT

The vacant council seat was discussed in great detail. It is to be filled as soon as possible. The city needs to have a special election at or before the next regular city election. The city can appoint and then have the special election at the next regular election. The next election date is the presidential primary, March 5th, 2024. It was suggested to appoint a council member at the next meeting, February 12th, 2024 and contact the county to add the council seat to the March ballot. The other two elections to be held are August 13th, 2024 and November 5th, 2024 if March is not a possibility. Jahnke made a motion to appoint in February and to add to the ballot in March, seconded by Dickson, all voted aye, motion carried. The council will begin accepting appointment letters for the February meeting.

The new City Hall progress was presented with the possibility of the building being ADA compliant as long as public restrooms do not have to be offered. More investigation is being done before move in and inspection.

As there was no further business, it was moved by Jahnke, seconded by Dickson to adjourn the meeting. All members voted aye, motion carried.

ATTEST:

CITY CLERK