

**City of Elmore Council - Regular Meeting Minutes**  
**March 11<sup>th</sup>, 2024, 6:30 pm**  
**Elmore Community Room – Elmore Public Library**

Mayor Vereide called the regular meeting of the Elmore City Council to order at 6:30 pm. Councilmembers present were Sue Dickson, Lorman Jahnke, Betty Myhrom and Elton Rhoda via Zoom. City employees present: Ricky Garvick Jr. and Traci Tischer. Also present: Traci Hanson, Dennis Hanson, Anita Weber, Vicki Boeckman, Marlys Jagerson and Richard Poppe.

The Pledge of Allegiance was recited.

It was moved by Jahnke and seconded by Myhrom to approve the February 12<sup>th</sup>, 2024, Regular Meeting Minutes. All voted aye in favor, motion carried.

It was moved by Dickson and seconded by Jahnke to approve the agenda with the additions of the Elmore Township Fire Agreement, Frundt Service Agreement and adding more police surveillance cameras. All members voted aye, motion carried.

**HIGHWAY 169 PROJECT**

**Speaker:** Wes Brown, Bolton & Menk, presented reasons for 169 Utility Improvements Engineering Services Amendment #1. The project has been extended to 2028, they would like \$47,700.75, in services already provided since 2019. This will be reimbursed with the USDA funding for the Highway project once project is complete. It was moved by Jahnke and seconded by Dickson to approve the amendment. All voted aye in favor, motion carried.

It was moved by Dickson and seconded by Myhrom to pay \$47,700.75. All voted aye in favor, motion carried.

**PUBLIC WORKS | UTILITIES**

**Certification:** Ricky Garvick Jr passed the Wastewater Operator Certification Exam. In former agreement, he should receive a \$1.00/hour raise. It was moved by Jahnke and seconded by Myhrom to give Ricky Garvick Jr. \$1.00 per hour raise, beginning next pay period. All voted aye in favor, motion carried.

**Sullivan's Contract:** It was requested by Ricky to extend Keven Sullivan's wastewater contract to allow for more hands-on training. It was moved by Dickson and seconded by Myhrom to extend Keven's wastewater contract 2 more months. All voted aye in favor, motion carried.

**Lift Station Alarm:** It was brought to attention that the lift station alarm is still continually going off. Experts have not been able to fix it. Check into costs of replacement, adding a generator and funding options.

**Certification:** Approval for Greg Coupanger to attend training to become a certified wastewater operator. His one year anniversary will allow him to acquire certification. It was moved by Dickson and seconded by Jahnke to send Greg to training and the exam. All voted aye in favor, motion carried.

**Sweeper Update:** Ricky looked into two but not worth the cost. Checking out another on MN Bid.

**Boring Proposal:** Carlson McCain Engineers submitted a boring proposal to test soil around K&H Energy location. All 3 inch holes will be resealed after the test is finished. It was moved by Jahnke and seconded by Dickson to allow boring on City property. All voted aye in favor, motion carried.

### **FIRE DEPARTMENT**

**Elmore Township Agreement:** The annual fire coverage agreement with the Elmore Township was reviewed. It was moved by Jahnke and seconded by Dickson to approve the 2024 Elmore Township Fire Agreement. All members voted aye, motion carried.

**Ambulance:** The ambulance is being stripped of equipment the fire department can use. Requesting permission to sell it on MN Bid once it's ready? It was moved by Dickson and seconded by Myhrom to approve the sale of the ambulance. All members voted aye, motion carried.

**Truck Update:** The projected finish is June 2024.

### **LIBRARY**

**Report:** The Library Report provided by Librarian, Amy Garvick, was read by Mayor Vereide.

### **RESOLUTION 3.11.24**

#### **A RESOLUTION ACCEPTING \$500 DONATION**

**WHEREAS** a donation of \$500.00 was given by the Friends of the Elmore Public Library, Inc.

**NOW, THEREFORE, BE IT RESOLVED:** That the \$500.00 donation be used for the 2024 Summer Reading Program.

The motion for the adoption of the foregoing resolution was made by Dickson and seconded by Jahnke. By roll call Jahnke aye, Myhrom aye, Dickson aye, Rhoda aye and Vereide voted aye, none voted against the same, whereupon said resolution was declared duly passed and adopted.

### **ELECTIONS**

**Election Participation:** The Presidential Primary Nomination Election, out of 272 total registered voters, 52 voted in this election.

**Election Judge Pay:** Approval to pay the election judges for training and election day. It was moved by Dickson and seconded by Myhrom to approve paying the election judges. All members voted aye, motion carried.

**NEW CITY HALL**

**ADA Evaluation:** The ADA compliance evaluation of City Hall was conducted by our LMCIT agent, Troy Walsh. Flagged areas are the restrooms, kitchen and back entrance. ADA Project funds will be transferred from the municipal building to the new building. There is \$45,000 for ADA compliant needs. It was requested to begin looking for construction bids. It was moved by Dickson and seconded by Jahnke to begin looking for bids. All members voted aye, motion carried.

**PARKS**

**Picnic Tables:** Cement pads are needed to anchor the new picnic tables to. Two to four pads are needed, depending on cost. Permission to advertise for bids was asked. It was moved by Jahnke and seconded by Myhrom to advertise for cement work. All members voted aye, motion carried.

**CITY ATTORNEY**

**2024 Agreement:** The 2024 City Attorney Agreement was reviewed by all members. It was moved by Dickson and seconded by Myhrom to accept the agreement. All members voted aye, motion carried.

**CLAIMS FOR APPROVAL**

<b>MARCH 2024 CLAIMS</b>	
Banyon Data Systems- Annual UB Support	\$ 840.00
B & B Sanitation & Recycling - Trash/Recycle	\$ 6,021.76
Bevcomm - Phones, City Hall IT/Phones/Labor	\$ 2,015.08
Blue Earth Graphics- Receipt Books	\$ 289.91
Bomgaars - WTP parts, Safety Paint EDA Bldg	\$ 100.06
Burkhardt & Burkhardt - Checking Reconciliation	\$ 550.00
G&S Drainage- leak 1/27 Iowa St- labor/equip.	\$ 2,095.00
Gopher State ONE - 1 @ \$1.35	\$ 1.35
Jerry's Tire - Tire Repair	\$ 20.25
Lamperts - Fire Mtg Hall Key Copies for PD	\$ 7.56
MARC - Chemicals, Degreaser, Patch, Supplies	\$ 1,345.25
Mike Emmers- restretch carpet, firehall lock, etc	\$ 405.00
MN Dept Health- Comm Service Connection Fee	\$ 979.00
MN Pollution Control - Annual Water Permit	\$ 345.00
NAPA- Shop- Grease & parts, Fire Garage Key	\$ 97.76
NuWay-K & H Cooperative - Fuel/Heat	\$ 2,405.96
Traverse Des Sioux Library 1st Half Serv Fee	\$ 2,963.73
Verizon Wireless - Phones & Library Hotspots	\$ 330.22
	<b>\$ 20,812.89</b>

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

**GENERAL GOVERNMENT**

**Ordinance Issues:** All ordinance issues will go through the deputy clerk. In order for her to send letters and/or invoke legal action, we need to have the name of the person(s) involved, the

address and detailed information on the violation happening. Anything requiring immediate attention should be called into the Faribault County Sheriff's Office. Discussion on current violations was conducted.

**Museum Window:** February 14, 2024, a museum window was broken by vandalism. LMCIT insurance requires a \$500 deductible. Fixing it was tabled since the bid and deductible are not worth it at the moment.

**City Hall Windows:** Two bids were received to fix the 2 damaged windows in the new City Hall. \$500 deductible applied to this claim also. Bid #1 – Included one vented window, \$3,080. Bid #2 – Replacing with current non-vented windows, \$1,374. It was moved by Dickson, seconded by Myhrom to approve the bid with the vented window. All voted aye, motion carried.

**Heartland Retreat:** The City agreed to pay Heartland Retreat \$1,500 per year tax abatement for seven years. Approval to pay 2023 \$1,500. It was moved by Dickson, seconded by Jahnke to pay the abatement for 2023. All voted aye, motion carried.

**Faribault County Opioid Funding:** Vereide gave an overview of the meeting she attended March 6<sup>th</sup>, 2024. Faribault County is receiving a grant that will mainly go to rehabilitation efforts for opioid addiction.

**Cameras:** Possible locations for more police cameras would be the Museum, old Water Treatment Plant and County shed. Gather more information on what is needed for this.

**Meeting:** The next regular council meeting will be held Monday, April 8<sup>th</sup>, 2024, 6:30 pm in the Library Community Room.

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