

City of Elmore Council - Regular Meeting Minutes
December 11th, 2023, 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, and Elton Rhoda via Zoom. City employees present: Ricky Garvick Jr., and Traci Tischer. Also present: Traci Hanson, Marlys Jagerson, Norm Kolve, Faribault County Engineer, Mark Daly and Officer, Vincent Do. Also, Vicki Boeckman, via Zoom.

The Pledge of Allegiance was recited.

It was moved by Dickson and seconded by Jahnke to approve the November 21, 2023, and December 4, 2023, Meeting Minutes. All voted aye, motion carried.

It was moved by Jahnke and seconded by Dickson to approve the agenda with the addition of Officer Vincent Do to be added after the presentation by Engineer, Mark Daly and the Blighted property submission to general government. All members voted aye, motion carried.

Faribault County Engineer, Mark Daly presented the Willis Street project and answered any questions from the council. This project will not cost the City. The project estimate is \$250,000 at no cost to the City. There will be a four inch overlay added beginning June 30th, 2024 and to be completed in July 2024.

RESOLUTION 12.11.23.1

A RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS

WHEREAS a Minnesota Department of Transportation (MnDOT) and Faribault County (County) recommended layout, dated December 2023, for State Project No. 022-651-009 showing the pavement rehabilitation of County State Aid Highway 51 (Willis Street), wholly located within the limits of the City of Elmore as a State Aid Project has been prepared and presented to the City.

WHEREAS a County recommended construction plan set, dated December 4, 2023, for above referenced State Project No. 022-651-009, has been prepared and presented to the City.

NOW, THEREFORE, BE IT RESOLVED: That said MnDOT and County recommended layout be in all things approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED: That said construction plan set be in all things, approved.

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

RESOLUTION 12.11.23.2

ESTABLISHING PARKING ON WILLIS STREET

WHEREAS the City of Elmore and Faribault County have jointly planned the improvement of

Willis Street, County State Aid Route Number 51, from S West Street to TH 169 in the City of Elmore, Minnesota; and

WHEREAS the County will be expending State Aid Funds on the improvements of this Street;

And WHEREAS the approved state aid standards as applicable to this project limit and restrict all parking to that which is parallel with the curb;

NOW, THEREFORE, BE IT RESOLVED that the City of Elmore Minnesota shall require that parking of all vehicles on Willis Street (CSAH 51) from S West Street to TH 169 be parallel with the curb in accordance with the State Aid Standards.

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

POLICE

Officer Vincent Do, introduced himself as our main officer to contact from the Faribault County Sheriff's Department. The City is under annual contract for all police-related issues and services. Do explained how our current ordinance process is set up. It is possible to take it further and add our ordinances into the county database. More investigation is needed to do so.

Surveillance system upgrade equipment has been ordered and should be installed by the end of the year. The former police office will become part of the new City Hall. The surveillance equipment there will be moved into the evidence room. This will have 2 coded deadbolts and the police will be the only ones to have access to this room.

PUBLIC WORKS

The new pond valve is being installed before the weather changes. Ricky Garvick expressed concerns about the street sweeper. He can't get the PTO box replaced. Blue Earth has a street sweeper going up for sale once their new one arrives. The purchase price for this would be around \$62,000. Other locations have them for \$65,000 and up. It is approximately \$3,500 to outsource street sweeping per time. More research is needed before any decision is made. Jahnke asked if the 1994 Front Loader is still working, currently yes.

MUNICIPAL LIQUOR STORE

Even though sales are over \$20,000 higher to date, than last year, it is not enough to remove past debt. After seeking financial advice, it is believed to be in the best interest of the city to close the liquor store and lease the space to a private business. This would force City Hall to move to the City owned EDA building. A motion to close and lease was made by Dickson, seconded by Jahnke, all voted aye, motion passed. An ordinance to close is to be read now and again at a public hearing set for January 8th, 2024, 6:00 pm.

ORDINANCE NO. 12.11.23.1

CITY OF ELMORE

AN ORDINANCE AMENDING ORDINANCE NO. 25 TO ABOLISH THE MUNICIPAL LIQUOR DISPENSARY AND TO ALLOW RETAIL SALES OF LIQUOR WITHIN THE CITY

The City Council of the City of Elmore does ordain as follows:

SECTION I.

The City Council has determined that it is time to abolish the Municipal Liquor Dispensary, as the City no longer believes operation thereof is in the best interests of the City.

SECTION II.

Ordinance No. 25 is hereby revoked and the Municipal Liquor Dispensary is hereby abolished.

SECTION III.

The City Council of the City of Elmore hereby authorizes 2 licenses for retail off-sale of Liquor within the City.

SECTION IV.

This Ordinance shall not be effective until thirty (30) days after its passage and publication.

CLAIMS FOR APPROVAL

DECEMBER 2023 CLAIMS		
Active 911 - FD Alerting Subscription - 16 calls	\$ 240.00	
Alpha Wireless - Motorola Batteries (Fire Dept)	\$ 690.00	
B & B Sanitation & Recycling - Trash/Recycle	\$ 5,881.51	
Bevcomm - Phones/Alarms	\$ 598.89	
Bomgaars - Pub Works supplies, Library Supplies	\$ 116.35	
Burkhardt & Burkhardt - Checking Reconciliation	\$ 550.00	
C. Emery Nelson, Inc- Puretrex Filter	\$ 916.78	
Cintas - Shirts/Mats PW & Library	\$ 490.24	
Core & Main - Pond Plug Valve Replacement	\$ 4,027.66	
Fruendt Attorney -Moctezuma, Goodrich, Kiewiet	\$ 845.00	
G&S Drainage - Dig up valve @ pond	\$ 1,200.00	
Gopher State One Call - 3 @ \$1.35	\$ 4.05	
G.O. Bond 2012 Priciple & Interest Payment	\$ 153,206.54	Bond Total
G.O. Bond 2014 Priciple & Interest Payment	\$ 29,005.00	\$ 182,211.54
Hawkins, Inc. - Chemicals	\$ 20.00	
KBEW - Radio Sponsorships & Elmore News	\$ 44.00	
Minnesota Dept of Commerce	\$ 299.00	
NAPA- Supplies, 544 Payloader Parts	\$ 75.25	
NuWay-K & H Cooperative - Fuel/Heat	\$ 1,712.60	
Utility Consultants - water testing	\$ 186.70	
Verizon Wireless - Phones & Library Hotspots	\$ 329.99	
Vessco - vacuum, regulator, Injector, on-site serv	\$ 2,157.03	Without Bonds
	\$ 202,596.59	\$ 20,385.05

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

GENERAL GOVERNMENT

The second half of 2023 council pay was presented in the total amount of \$3,390.00. It was moved by Jahnke and seconded by Dickson to approve the council payments. All voted aye, motion carried.

The resignation letter submitted by council member, Jennifer Williams, was read. Discussion about next steps. Research needs to be done to determine if a special election needs to be held and what procedure is to be taken to fill the vacancy.

RESOLUTION 12.11.23.3
A RESOLUTION ACCEPTING RESIGNATION AND DECLARING VACANCY

WHEREAS The Elmore City Council has received the written resignation of Council Member, Jennifer Williams, effective on December 6, 2023.

NOW, THEREFORE, BE IT RESOLVED: BY THE CITY COUNCIL OF ELMORE, MINNESOTA AS FOLLOWS:

1. The council accepts Williams's resignation as described above.
2. The council declares that a vacancy exists on council effective on December 11, 2023.

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

FINAL 2024 LEVY AND BUDGET DISCUSSION

After discussion, the final levy was reduced from proposed increase of 4.5%, \$18,137.30, totaling \$421,188.30, down to the increase of 3.5%, \$14,106.79, total \$417,157.79. Rhoda stated that he was against raising the levy as the current rate should cover needs.

RESOLUTION NO. 12.11.23.4

RESOLUTION ADOPTING FINAL 2024 TAX LEVY, COLLECTIBLE IN 2024

BE IT RESOLVED by the City Council of the City of Elmore, County of Faribault, Minnesota, that the following are proposed sums of money to be levied for the current year, upon the taxable property in the City of Elmore:

FINAL:

General Fund: \$309,757.79

Fire Fund: \$15,000.00

2010 G.O. Bonds: \$28,350.00

2021 Demolition: \$8050.00

2012 G.O. Bonds: \$56,000.00

TOTAL FINAL LEVY: \$417,157.79

This final levy shows 3.5% increase on the City's levy from 2023. The motion for the adoption of the foregoing resolution was made by Dickson and seconded by Jahnke. Jahnke, Dickson, and Vereide voted aye, Rhoda voted against the same, whereupon said resolution was declared duly passed and adopted.

RESOLUTION NO. 12.11.23.5

RESOLUTION ADOPTING 2024 BUDGET

WHEREAS, the City of Elmore 2024 Expenditure Budget has been reviewed, discussed and adjusted by the Elmore City Council.

BE IT RESOLVED by the City Council of the City of Elmore, County of Faribault, Minnesota, that the 2024 expenditure budget will take effect January 1, 2024, and will guide the City's spending throughout 2024.

The motion for the adoption of the foregoing resolution was made by Jahnke and seconded by Dickson. By roll call, Jahnke, Dickson, Rhoda and Vereide voted aye, none voted against the

same, whereupon said resolution was declared duly passed and adopted.

RESOLUTION NO. 12.11.23.6

RESOLUTION ACCEPTING DONATION(S) TO THE CITY OF ELMORE

WHEREAS, the City of Elmore has received a donation of \$250.00. From Elmore Township to the Elmore Fire Relief; and

WHEREAS, the City of Elmore has received a donation of \$294.00 from the Elmore Community Committee for the Elmore Fire Relief for equipment purchase; and

WHEREAS, the City of Elmore has received a donation of \$500.00 from TME, Inc. for the Elmore Fire Relief; and

WHEREAS, the City of Elmore has received a donation of \$250.00 from the Elmore Township for the use of the Library; and

WHEREAS, the City of Elmore has received a donation of \$250.00 from the Elmore Township for the use of the Museum; and

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

Mr. Jerry Gingerich submitted a Blighted Property application for the house and garage he tore down and cleaned up at 402 E Iowa Street. It was moved by Dickson to pay the max amount of \$2,000.00 for the blighted property improvement, seconded by Jahnke. All voted aye, motion carried.

Monday, January 8th, 2024 will host the Municipal Liquor Store Public Hearing, 6:00 pm, Organizational Meeting 6:15 pm and the regular council meeting at 6:30 pm. All in the Library Community Room, the back room of the Elmore Public Library.

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