

MINUTES OF THE ALDEN CITY COUNCIL MEETING – JANUARY 11, 2023

The Alden City Council met in its regular session, January 11, 2023.

The meeting was called to order by Mayor Reyerson at 6:00pm, and he read roll call. Council members present were Mayor Reyerson, Ms. VanEngelenburg, Mr. Reindal, Mr. Wichmann, and Ms. Pedersen. No members were absent. City staff present were Fire Chief Thunstedt, Public Works Superintendent Jerome Wuerflein, and City Clerk-Treasurer Kim Knutson. Others present were Donna Schmidt and County Commissioner Nicole Eckstrom.

Pledge of Allegiance was said.

Oath of Office was given to Mayor Reyerson, and Council Members Reindal and Pedersen.

Motion by Wichmann and seconded by Reindal to approve the minutes from the December 14, 2022 meeting. Carried

No Treasurer's report was available at the time of the meeting due to the backlog from the employee transition. Clerk Knutson stated that progress is being made, but it was not ready yet.

The hours report was discussed by council. They stated that the 40 hours max balance on the Comp time was not always realistic. When an employee goes over that balance, they will not lose the time earned, but need to take some of the time off owed to them. Motion to approve the Hours report was made by Wichmann and seconded by VanEngelenburg. Carried.

Fire Chief Thunstedt reported that there were 17 calls for the month of December 2022: 1 mutual aid fire call, 13 medical calls, 1 mutual aid medical call, and 2 MVA. He reported that Ross Skov attended the County Chiefs meeting on December 19th at the Fairlane Building in Albert Lea. The main topic of discussion was the Automatic Aid Map. Alden Fire Department will be ice water rescue training with the Freeborn Fire Department sometime in January or February. For the year, the department had 81 total calls: 2 Structure Fires, 49 Medical, 10 MVA, 8 service calls, 6 Mutual Aid Medical, 4 Mutual Aid Fire, and 2 Mutual Aid MVA. Firefighter turnout per call has been good. Kory Newman has given notice that he will be retiring from the department at the end of January 2023. He will have had 24 years, 11 months of service. There were no updates on the new Turn out gear, but Council member Pedersen asked that a picture be put in the Alden Advance when it is received. Motion by VanEngelenburg and seconded by Reindal to approve the Fire Report. Carried.

Public Works Superintendent Wuerflein reported there have been several repairs to equipment lately. The IH tractor stopped moving, probably due to cold oil. The snow box needed some welding, and the truck needed some repair, and the payloader water pump and tensioner went bad. We have leased a tractor from Arnold's until ours is fixed. There were two water main breaks last week. The one on North Star Road was a crack, and the break on Washington is an old pipe issue. Jerome will be ordering two new garbage cans to replace the damaged ones. One will be for the cemetery, and the other will be at the south end of the lake. Cost is \$500 each. Jerome looked into replacement of the picnic tables around the lake. He recommended concrete, and the council agreed. He will order 4 sand-colored tables. Jerome presented a quote for a new Toolcat. Much discussion was had regarding the many uses for that equipment. The council is very interested in purchasing. There is a 14-16 week lead time to get one, so they are hoping to possibly have enough information to make that decision next month. Jerome

will look into it more, and also ask about getting a demo. The Christmas decorations will be coming down soon. We did have someone stop in the office to ask about mowing for the city. Jerome gave them information so they could prepare a quote. We will check into advertising for bids for mowing in February. Motion by VanEngelenburg and seconded by Reindal to approve the Public Works Report. Carried.

Correspondence was presented to the council from the Grant manager reminding of the stipulations for the Grant that Alden received several years back for the Beach improvement. This information is sent out every 5 years as a reminder.

United Methodist Church presented the city of Alden with a check for \$250.00 to be used for current cemetery expenses.

MCFOA will hold its regional meeting in Waseca on February 2. The cost is \$25.00 for members, and \$30.00 for non-members. Kim will attend, and council member Pedersen is also interested in attending.

League of MN Cities has classes available. Council will review and check availability.

Motion by VanEngelenburg and seconded by Wichmann to approve the following resolution regarding committee assignments:

RESOLUTION ANNUAL ASSIGNMENTS FOR 2023

CITY OF ALDEN

FREEBORN COUNTY, MINNESOTA

WHEREAS, Minnesota State Statutes require that the City Council shall, annually at its first meeting of each year, designate annual appointments for the City;

NOW, THEREFORE, BE IT RESOLVED BY THE ALDEN CITY COUNCIL AS FOLLOWS:

The following assignments are hereby approved, effective immediately upon adoption:

Mayor Pro-tem – Jeff Wichmann, Council Member

City Attorney – Peterson, Kolker, Haedt, and Benda, LTD

Official Newspaper – The Alden Advance

Official Depositories – Security Bank Minnesota; Home Federal Savings Bank, First Independent Bank – Russel MN; United Bankers Bank as the safe-keeping entity for the collateral signed by Security Bank Minnesota

COMMITTEES/DUTIES

Building/Zoning – Pedersen, Reyerson, Staff: Knutson, Wuerflein

Water/Sewer – Reyerson, Reindal, Staff: Knutson, Wuerflein

Streets & Alleys – Reyerson, Reindal, Staff: Wuerflein

Parks – Pedersen, VanEngelenburg, Staff: Wuerflein

Fire Marshal – Jim Thunstedt, Fire Chief

Joint Powers with Alden-Conger School – Reyerson, Reindal

Ordinance Review – Reyerson, VanEnglenburg, Staff: Knutson, Wuerflein

Law Enforcement – Open

Weed Inspector – VanEnglenburg, Staff: Wuerflein

Authorized Signers of Official City Documents & Checks – Mayor (Reyerson), Mayor pro-tem (Wichmann), Clerk/Treasurer (Knutson)

Authorized to Perform Electronic Transfers – Mayor (Reyerson), Clerk/Treasurer (Knutson)

Council/Employee Liaisons – Clerk/Treasurer – Reyerson, Public Works – Wichmann

Passed and Adopted by the Alden City Council this 11th day of January 2023.

Carried.

Motion by VanEngelenburg and seconded by Wichmann to add Knutson as an authorized person on all the bank accounts held by the city. Carried.

Motion by Reindall and seconded by VanEngelenburg to have Knutson go through the process to become a Notary Public. If ex-officio notary is an option at no cost, then we will choose that option. If not, the city will pay the \$120 fee for the filing. Carried.

Motion by VanEngelenburg and seconded by Wichmann to bring in Donna Schmidt as an independent contractor to help make sure the cemetery records are in order, and to train Kim on the proper process for tracking that information. She will be paid hourly at a rate of \$25.00 per hour. Schedule will be worked out between Donna and Kim. Carried.

Motion by VanEngelenburg and seconded by Pedersen to contract with CS Computers for outside IT Services. This will include virus protection, firewall, back up to the cloud, and other various services. Carried.

Knutson checked with Freeborn County to make sure that all our information had been filed regarding the Rural Service District in Alden. This was a follow up to a question from the Truth in Taxation meeting. We have filed all the appropriate paperwork necessary.

Motion by Reindall and seconded by Wichmann to Waive the monetary limits on municipal tort liability established by Minn. State 466.04, to the extent of the limits of the liability coverage obtained from LMCIT. This is for the city's liability insurance policy renewal. Carried

Fees were reviewed for 2023. Changes to the Fee schedule are as follows:

- Water Meter fee will be changed to state "Current Cost", to allow for increases in cost during the year
- City Mowing rate change to \$200.00 per hour, which includes both employee cost and equipment cost. This is for when the city has to mow a private residence when the resident has not taken care of it themselves.

Kim will bring the current water policy to the next meeting for review. Wichmann motioned and Reindal seconded to approve changes to the fee schedule. Carried.

Report was handed out showing the council members what the total amount of billing was last quarter for utility billing. This was information only.

We will need to update the electrical control systems at City Hall, as the heat was out for a time in December. Will need to get someone in here with the HVAC background.

Motion was made by Pedersen and seconded by Reindal to send a thank you and a \$200.00 gift card from Expressway to Chris Jarvis in appreciation for the help he has given the city and fire department in removing the snow around the fire hydrants.

Motion by VanEngelenburg and seconded by Wichmann to approve the bills as presented. Carried.

Albert Lea Steel - \$63.21, Alden Advance (subscription) - \$30.00, Arnold's of Alden (parts) - \$53.90, Crysteel Truck Equipment (repairs) - \$1305.00, Dean's (towing) - \$536.88, EFPTS (Federal Tax Deposits) - \$6437.84, Empire Pipe Service (clean manhole and sewer lines) - \$2337.50, Fastenal - \$315.12, First Independent Bank (2017 Bond) - \$67,332.00, Freeborn County Co-op (gas) - \$1907.46, Freeborn Mower Coop Services (electric) - \$2654.72, Frontier (phones) - \$480.58, Gopher State One-Call (locating) - \$10.80, Hawkins, Inc. (chlorine) - \$30.00, Hoff Barry (legal fees) - \$1431.32, Karl's Carquest - \$462.08, McDonald Hopkins (legal) - \$7725.60, Metro Sales (copier) - \$48.58, Midcontinent Communications (phone) - \$327.61, Minnesota Energy Resources (utilities) - \$1867.15, MN Revenue (withholding tax deposits) - \$876.07, MN Fire Department Association (dues) - \$175.00, PERA (retirement) - \$1032.79, Peterson, Kolker, Haedt & Benda, Ltd. (legal) - \$1312.43, Quill (office supplies) - \$149.97, Richard Christensen (replace mailbox) - \$25.00, Sparkling Image (fire dept supplies) - \$187.91, Thompson Sanitation - \$3230.30, Transworld Network, Corp (long distance service) - \$28.75, USABLE (employee life & disability insurance) - \$113.10, Westrum Leak Detection, Inc. - \$950.00. Jerome Wuerflein (2 months cell phone reimbursement) - \$60.00, Alex Burris (2 months cell phone reimbursement) - \$60.00. Payroll: Alex Burris - \$2593.76; Kim Knutson - \$2750.72; Jerome Wuerflein \$3665.01

Discussed Unemployment claim received. Will need to call MN UI regarding the appeal that was filed.

Motion by Pedersen and seconded by VanEngelenburg to adjourn at 8:11. Carried

Respectfully submitted,

Kim Knutson
Clerk-Treasurer