

MINUTES OF THE ALDEN CITY COUNCIL MEETING – February 8, 2023

The Alden City Council met in its regular session, February 8, 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, City Maintenance Alex Burris, and Clerk-Treasurer Kim Knutson. Others present were Shelley Ryan.

Pledge of Allegiance was said.

Motion by Wichmann and seconded by VanEngelenburg to approve the minutes from the January 11, 2023 meeting. Carried.

Motion by VanEngelenburg and seconded by Wichmann to approve the Treasurer's report as presented. Carried.

Motion by VanEngelenburg and seconded by Reindal to approve the Hours report as presented. Carried.

Fire Chief Thunstedt reported that the fire department had 1 fire call, 1 service call, 1 MVA, and 7 medical calls in the month of January. At the county meeting, Sheriff Ryan Shea spoke about his new position and things to look for in the future. 17 members of the department participated in the active shooter training for Fire Departments and Law Enforcement January 21st and 28th at the school in Alden. It was very good training for all departments. The 4 new handheld radios and leather boots have arrived. State Fire reports are due by February 28th. Ms. VanEngelenburg thanked the fire department for their service during the recent fire in Alden this past week. Motion by VanEngelenburg and seconded by Reindal to approve the Fire report. Carried

Wuerflein presented the Public Works Report. He has started the process of reapplying for the wastewater permit. He spoke with the DNR regarding road snow being put on the lake. There is no rule against blowing the snow onto the lake. Our DNR water usage report for last year shows that we pumped 18.4 million gallons at the water plant, which is average for the year. Jerome has priced a compact tractor with attachments. Much conversation was had regarding the tractor vs the ToolCat that was discussed at last month's meeting. Jerome and Alex feel that the tractor would be a better fit for the city's use. The attachments discussed are the snow blower, broom, and blade. At this time, they did not feel that the mower was necessary.

Motion by Reindal and seconded by Wichmann to purchase the tractor with the attachments that Jerome and Alex see fit. Carried.

Also in the public works report, Jerome has spoken to Alex about attending the MPCA's pond school in May. This would allow him to test for his certification. Motion by VanEngelenburg and seconded by Wichmann to send Alex to MPCA pond school. Carried.

Discussion was had about enforcing city ordinances. We will check into the policy and process, and will start with written complaints received from residents of the city.

Jerome got quotes for chip sealing Wilson, Emerson, Holway and Humes. Also discussed other road repairs needed in town. Motion by Reindal and seconded by Wichmann to go ahead with the chip seal on the roads discussed. Carried.

Motion by Wichmann and seconded by VanEngelenburg to accept the Public Works reports as presented. Carried.

Resolution to authorize payments prior to council meeting was discussed. Motion by Wichmann and seconded by Pedersen to allow clerk to make certain specific payments prior to council meeting to avoid late fees. Carried/

POLICY TO ALLOW PAYMENT BEFORE COUNCIL AUTHORIZATION

WHEREAS, the City Council of the City of Alden is required to review expenditures before payments are made, and

WHEREAS, business and contractor billing cycles are not always in step with the City payment schedule, and

WHEREAS, some businesses and contractors demand payment upon job completion, and

WHEREAS, some businesses and contractors include finance charges for bills not paid within 10, 15, 20 or 30 days, and

WHEREAS, it is in the City's best interest to pay just debts in a timely manner.

THEREFORE, BE IT RESOLVED that the City Council of the City of Alden authorizes the City Clerk-Treasurer or Deputy Clerk to make payment of regular payroll expenditures and regular cyclical payments such as, but not exclusively, utility bills, without prior approval by the City Council.

Resolution to allow wire/automated bank payments was presented. VanEngelenburg motioned and Wichmann seconded to allow the clerk to make wire/automated bank payments on behalf of the city. Carried.

RESOLUTION ALLOWING WIRE/AUTOMATED BANK PAYMENTS

WHEREAS, The City Council of the City of Alden, of Freeborn County, State of Minnesota, acknowledges the need for wire and automated bank payments for such things as payroll withholdings, sales tax and other required payments.

WHEREAS, as per MN Statute 471.38, Subd.3(a), the Alden City Council hereby authorizes the use of electronic funds wire transfers for the following areas.

MN PERA Online-Employee Retirement Pension withholding and reporting
State of Minnesota-Department of Revenue for sales and withholding taxes
EFTPS-Online-Federal/IRS for Federal and FICA, Medicare withholding taxes

WHEREAS, the City Council will annually review and authorize said electronic funds transfers from the official depository to the designated business issuing claim against the City of Alden; and

WHEREAS, in the event that new electronic funds transfers are to be initiated on behalf of the City, The City Council must hereby approve and authorize said transactions.

NOW, THEREFORE, BE IT RESOLVED that the City Council shall allow the Clerk to make such payments by wire/automation instead of paper checks. These payments will be approved at the appropriate council meeting.

Discussion was held regarding the Water Meter and usage policy.

New picnic tables have been ordered. The city will dispose of the old ones.

Motion by Wichmann and seconded by Reindal to approve the City Bills as presented:

Alden Advance (print minutes) - \$137.97; Alex Burris (cell phone reimbursement) - \$30.00; Arnolds of Alden - \$741.67; Clarey's Safety Equipment (New Boots and Misc supplies) - \$7672.25; CSA Software (Annual software support) - \$730.00; Donald Bryson (Election judge) - \$84.00; Fastenal Company - \$38.33; FP Mailing Solutions - \$94.20; Freeborn County Auditor (Election Expense) - \$62.00; Freeborn County Co-op Oil - \$21.46; Freeborn County Fire Association (dues) - \$100.00; Gopher State One-Call (annual fee and 2 locates) - \$52.70; Hawkins (water supplies) - \$258.25; Hoff Barry (legal) - \$225.00; Jerome Wuerflein (boot reimbursement and cell phone reimbursement) - \$180.00; Karl's Carquest - \$302.69; Kennedy & Graven (legal) - \$5674.50; McDonald Hopkins (legal) - \$337.95; Midcontinent Communications - \$344.73; Minnesota Energy Resources - \$2576.16; Minnesota Fire Service Certification Board (3 certification) - \$78.75; Minnesota Public Facilities Authority (interest payment) - \$6610.00; MN DNR (water permit) - \$196.58; MWOA (2 year dues) - \$25.00; Peterson, Kolker, Haedt & Benda, Ltd. (legal) - \$630.50; Raleigh's Ace Hardward - \$74.67; Southeastern Minnesota League of Municipalities (dues) - \$50.00; Southern Lock & Glass - \$26.95; Staples Enterprises (fuel) - \$1583.74; Thompson Sanitation - \$3230.30; Titan Machinery - \$290.59; Transworld Network Corp. - \$15.69; Treetop Products (2 garbage cans) - \$1321.52; Uline - \$153.34; US Bank Credit Card (Ad & supplies) - \$293.84; Deluxe Forms - \$92.11; PERA - \$5627.76; MN Dept of Revenue - \$467.67, EFTPS - \$1929.54. January Payroll: Alex Burris - \$ 2593.76; Kim Knutson - \$ 2750.72; Jerome Wuerflein - \$3665.01.

Motion by Wichmann and seconded Reindal at 7:35pm to go into closed session under Minnesota Statutes section 13D.05, subd. 3(b) to discuss whether to initiate litigation to recover private data. Carried.

Motion by VanEngelenburg and seconded by Wichmann to re-open the meeting at 8:01. Carried

An update on the Cemetery project was given. We are about 75% complete at this point. The council would like to thank Donna Schmidt for all her hard work on the project.

An update on bank accounts listed in the January resolution for Annual assignments was given. We do not have an account with Home Federal anymore, so that will be removed from the resolution.

Advertising for mowing bids will be put in the paper. We will only be bidding out the cemetery at this point, and the city staff will take care of the mowing in the city limits. Motion by Wichmann and seconded by Reindal to run the ads. Carried.

Discussion was had about putting flags to mark the hydrants in the deeper snow.

An appeal will be filed regarding the unemployment claim.

Motion by VanEngelenburg and seconded by Reindal to Adjourn at 8:02. Carried.

Respectfully submitted,

Kim Knutson
Clerk-Treasurer