

MINUTES OF THE ALDEN CITY COUNCIL MEETING

December 14, 2022

The Alden City Council held its Truth in Taxation meeting.

The meeting was called to order by Mayor Reyerson at 6:00pm, and he read roll call.

Council members present: Mayor Reyerson, Mr. Reindal, Mr. Wichmann, Mr. Duncan. Absent was Ms. VanEnglenburg. City Staff Present: Jerome Wuerflein, and Kim Knutson. Others Present: Bernie Bias, County Commissioner-elect Nicole Eckstrom, and Jeremy Swenson from Midco.

Mr. Bias questioned his tax on the portion of his ag land that is within city limits. We will check with the county to make sure all the paperwork was properly filed and processed for Rural Ag District Zoning. Mr. Bias will also review his taxes for the last 5 years to see if this is a new issue, or if there has been an issue previously.

Motion by Wichmann to close the Truth in Taxation meeting at 6:30, and seconded by Reindal. Carried.

The Alden City Council met in its regular session, December 14, 2022.

The meeting was called to order at 6:30 by Mayor Reyerson, and he read the roll call.

Council members present: Mayor Reyerson, Mr. Reindal, Mr. Wichmann, Mr. Duncan. Absent was Ms. VanEnglenburg. City Staff Present: Fire Chief Thunstedt, Public Works Director Jerome Wuerflein, and City Clerk Kim Knutson. Others Present: County Commissioner-elect Nicole Eckstom, and Jeremy Swenson from Midco.

Pledge of Allegiance was said.

Motion was made by Wichmann and seconded by Duncan to hire Kim Knutson as the full time City Clerk at the agreed upon rate. Carried.

No Minutes from the previous Council meeting were available at the time of the meeting. There was also no Treasurer's report available at the time of the meeting, due to the Clerk/Treasurer position being vacant for a few weeks. These items will be caught up, and hope to be presented at the next meeting.

Hours Reports were presented for October through the current payroll. Kim tried to get all the vacation and Comp time recording caught up. Jerome reviewed the hours and agreed that they are very close to what he was calculating. It was decided to use the hours from the report as the actual. These will be updated in the payroll software and should be maintained properly going forward. Motion by Reindal and seconded by Wichmann to approve the hours report as written. Carried.

The Fire Report was presented by Chief Thunstedt. It was reported that there was 1 fire call, 4 MVA, 2 Assistance, and 5 medical calls in the month of November 2022. There is a new process in place for MVA's with T & W Towing that they will file all the insurance paperwork, and then in turn send payment to the City for their portion. Seems to be working well. The county meeting was held in Manchester, and the State Fire Marshall Investigator for the region was the program presenter. The First Responders had medical training on November 16th. The Fire Department's ISO review report has been received. Alex Burris helped the Alden Lions with driving Santa around town before the event at the community

center on November 26th. Auto aid committee met, and needs to reassign regions to each department in the county. Clothes Closet in Wells gave a donation of \$300 to the Fire Department designated for equipment for training, and the relief association gave \$4500 check for the Beer Garden Sales was given to the city office to send to PERA on the fire department's behalf. The new gear and boots have been ordered, with the cost matching the quote that was approved. The new truck is still on track for Fall of 2023. Motion by Reindal, and seconded by Duncan to approve the Fire Report as presented. Carried.

The Public Works Report was presented by Jerome Wuerflein. He reported that the plow truck is fixed, and the Christmas decorations are up. The aeration permit was approved, the signs are up, and it was turned on Monday, December 12th. A discussion followed regarding the City Works equipment. Equipment is working fine for now, so no decision was made to trade or upgrade anything. This was only a starting point for possible future changes.

A quote was presented for a 4 year maintenance agreement with Empire Pipe Service for cleaning and televising the sewer mains. Motion by Reindal, seconded by Wichmann to have Empire Pipe Service provide the service. Carried.

The employee remaining balances for vacation are high for the end of the year, and they have been unable to use the vacation due to the short staff situation. Motion made by Reindal and seconded by Duncan to pay Jerome out for his time remaining at the end of the year, and start over at zero for 2023, and allow Alex to carry his vacation into 2023, since he just accrued 1 week in November. Carried. Vacation policy will be reviewed to hopefully prevent from happening next year.

Motion made by Reindal and seconded by Wichmann to change the Boot allowance to \$150 annually. Carried. Clothing allowance will remain the same. Receipts will be presented for reimbursement.

Discussion was held regarding water quality issues and treatments.

Motion by Wichmann and seconded by Duncan to approve the public works report as presented. Carried.

Discussion was held regarding water bill errors. 2 billings were errors from more than 1 year ago, and they were errors that were not the fault of the customer. Those costs will be absorbed by the city. There was 1 billing that was an error from November 2022, and a letter will be sent to that resident in effort to collect. There will be no late charge on this billing.

Motion was made by Wichmann, and seconded by Duncan to add Kim Knutson as an authorized contact and signer on the City Bank account at Security Bank. The signers on the account will be Wichmann, Reyerson, and Knutson. Carried.

Motion made by Wichmann and seconded by Reindal to approve the paying of the annual wages for Mayor, Council Members, Fire Department, Cemetery, and Election Judge Pay for Candy Pierce. Carried.

Motion made by Duncan, and seconded by Reindal to Certify the final levy for 2023.

<u>LEVY PURPOSE</u>	<u>LEVY AMOUNT</u>
GENERAL FUND	\$194,524.00
FIRE PROTECTION	\$ 20,000.00
BONDS – 2017	\$ 59,000.00
TOTALS	\$273,524.00

Motion made by Wichmann and seconded by Reindal to Designate Alden City Hall at 174 N. Broadway, Alden, MN 56009 as the polling place for 2023. Carried.

Motion by Wichman and seconded by Reindal to approve the Budget for 2023 as presented.

Jeremy Swenson from Midco presented a proposal to extend the city lease on the communications tower with Midco for 30 more years in 6 - 5 year increments. The proposal includes an increase from \$500 to \$1000 per year starting March 2023, with an escalator every 5 years. Mayor Reyerson proposed a 3% yearly increase, instead of the 10% every 5 years proposed. Midco agreed, and will send a revised contract. Motion by Reindal and second by Wichman to approve the lease with the 3% change. Carried.

WCTA Permission to bury lines forms will be reviewed and signed by Jerome and Kim.

CenterPointe Software contacted Kim about purchasing blocks of training and or support. Since this is a new system, it was agreed that this would be a good idea.

Motion by Reindal and seconded by Wichmann to increase salaries to be more aligned with the clerk salary after the 1st of the year. The change will be based on the same percent increase, not flat dollar amount . The salary schedule will be revised for 2023. Increases are to start the first payroll in 2023. Carried.

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

Action Training - \$691.06, Alden Advance - \$25.00, Arnold's of Alden - \$10,729.28, Bernie Schultz - \$380.00, CSA Software - \$158.00, Emergency Medical Products, Inc. - \$177.03, Fastenal Company - \$134.92, Fire Safety USA - \$223.60, Freeborn County Auditor - \$.48, Freeborn County Coop - \$1282.87, Freeborn Mower Coop Services - \$2603.95, Frontier - \$246.54, Gopher State One-call - \$2.70, Hawkins, Inc. - \$245.25, Hoff Barry - \$743.82, J & P Repair - \$3049.00, Jason Buendorf - \$2340.70, Jim Thunstedt (mileage)- \$213.04, Karl's Carquest - \$158.89, Kennedy & Graven, Chartered - \$7817.50, Kyle Ignaszewski (fuel) - \$21.64, Lakeside Auto - \$299.95, Midcontinent Communications - \$307.61, MN Department of Health - \$777.00, MN Energy Resources - \$1113.00, MN Revenue - \$818.64, PERA - \$2600.85, Peterson, Koker, Haedt & Benda, Ltd. \$18,114.07, Raleigh's Ace Hardware - \$407.99, Ron's Plumbing and Heating - \$98.98, South Central News - \$96.00, Southern Lock Glass - \$621.30, Staples Enterprises, Inc. - \$259.75, Thompson Sanitation - \$3230.30, Transworld Network Corp - \$35.55, US Bank - \$1355.14, US Able Life - \$169.65, Utility Consultants, Inc. \$244.48

Thank you to Jon Duncan for his years of service to the City of Alden.

Motion by Wichman and seconded by Duncan to adjourn the meeting at 8:40.

Next meeting January 11, 2023.

Respectfully submitted,

Kim Knutson
City Clerk-Treasurer

