

MINUTES OF THE REGULAR ALDEN CITY COUNCIL MEETING

January 8, 2020

The Alden City Council met in regular session on Wednesday, January 8, 2020, at 6:00 PM.

Present was Mayor Greg Hitchcock and council members Mr. Reindal, Mr. Wichmann, and Mr. Duncan. Absent was Ms. VanEngelenburg. City Staff present were Jim Thunstedt, Jerome Wuerflein, Jeanne Meyer, and Shirley Newman. Also in attendance were Dan Reindal, and Cheryl Reynolds.

Mayor Hitchcock called the meeting to order and led everyone in the Pledge of Allegiance.

Approved as presented were the Minutes of the December 11th Council Meeting, the December 11th Truth In Taxation Hearing, along with the December Treasurer's Report and transfers, and the Hours Report.

Fire Department Report was presented by Chief Thunstedt. He reported that he attended the annual fire chief meeting. Pumper truck has been inspected, certified and up to code. There will be upcoming ice water rescue training for staff. A purchase policy was reviewed, regarding a FEMA requirement, if the Alden City Fire Dept. is awarded a FEMA grant for a new fire department truck, a purchase policy needs to be in place. City attorney, Abby Leach is reviewing the purchase policy. Board passed motion to approve purchase policy for a FEMA grant requirement, once finalized by city attorney. Motion was made by Wichmann, 2nd by Duncan, and passed.

Public Works Report was presented by Wuerflein. New water plant almost complete. There is consideration of purchasing of Back-Up generator, for emergency situations, such as the April 2019 storm, and power outage. Morin Lake aerator is started up and working good. A few city Christmas street decoration lights may need to be replaced for next year, as some are wearing out. Pond has a sludge issue that is being worked on. New water meter system, is working well, may consider reading meters, with usually high water readings, monthly, to track a possible leak quicker. Snowplow equipment is in process of repairs. Motion was made by Duncan, 2nd by Reindal, to approve the Public Works Report, and was passed.

CORRESPONDENCE

Mayor Hitchcock acknowledged a thank you note from Senior Resources, regarding the donation they received from the City of Alden. Also, a motion was made by Reindal, 2nd by Wichmann, to make a donation to the Freeborn County Historical Museum.

CITY BUSINESS

A business proposal, from Lance Anspach, proposing collecting aluminum cans for Alden. A bin would be placed in town, and managed by Lance, and all proceeds would go to the Morin Lake Days Fireworks fund. Motion by Wichmann, 2nd by Duncan, to accept Lance's business proposal, and passed.

The council discussed water bill dispute-late fee from 170 Wilson. Council reviewed, and came to conclusion, water /utility late fee be waived. Motion by Wichmann, 2nd by Reindal, and passed.

Council reviewed purchase of a new copier/scanner. The city office Xerox copier/scanner is over 12 years old, and scanner broke four months ago. Xerox service staff came twice to the city office, and was unable to repair machine, nor get parts, due to the age of copier. Motion was made by Reindal, 2nd by Wichmann, to purchase a new copier/scanner, and agreement, from Metro Sales Company. Motion was passed.

The City of Alden audit will be conducted the later part of January, by Clifton, Larson & Allen, LLP, same accounting firm that did last year's audit. A rough estimate fee will be comparable as last year. Motion by Reindal, 2nd by Duncan, to accept Clifton, Larson, & Allen LLP, to conduct the 2019 City audit, and motion passed.

The "Resolution of Assignments" was reviewed and Mayor Hitchcock asked if any changes in assignments, or keep the same as 2019. Motion by Reindal, 2nd by Wichmann, to keep 2020 Resolution of Assignments the same as previous year, motion passed. Full Resolution will be on file in the City Clerk's office.

Dan Reindal spoke about an Alden Cemetery Fund, a volunteer group interested in planning a fundraiser, for the Alden City Cemetery, for purposes of upkeep/clean-up/ improvements. The Alden Community Foundation has graciously agreed to match donations to the Alden city cemetery, up to \$2,500. Dan offered to coordinate the Alden Cemetery improvement plan. Cheryl Reynolds also spoke of interest for the fundraising plans, to improve the Alden City Cemetery. The council appreciated the plan to improve the Alden Cemetery, and the matter for now is tabled until the next Council meeting, February, 2020, so more information maybe gathered/reviewed.

The annual report of "Assigned Funds" was reviewed, and discussed by council. After review, motion was made by Wichmann, 2nd by Reindal to approve, and motion passed.

ADDITIONS TO AGENDA

Council member VanEngelenburg was unable to attend, so Meyer presented paint selection choices from VanEngelenburg to paint the City Hall community space. Council approved paint swatches, and thanked VanEngelenburg for her work in the project.

Mayor Hitchcock proclaimed January, as the National Mentoring Month, for the City of Alden. Motion made by Duncan, 2nd by Reindal, and passed.

Wuerflein reported about the water meter project, change order, and partial payment #3 from contractor- Dakota Supply Group and engineer-Bolton & Menk. Wuerflein was able to reduce costs, associated with the water project. Motion by Wichmann, 2nd by Reindal, to accept change order and partial payment #3, and motion passed.

Clerk Meyer reported on the annual MCFOA (clerk) conference, taking place in St Cloud, MN, on March 16th-19th, 2020. A motion was made by Duncan, 2nd by Reindal to approve Meyer to attend annual clerk conference, in March 16th thru 19, 2020. Motion was passed.

A warranty deed was presented to council, regarding the transfer of parcel #210070110, to the City of Alden. Thank you Amy Trude & Cory Winch, for the donated parcel property.

Review of the City Budget, was conducted by the council, and future plan, to review budget quarterly, and has been approved, with next review at the March 2020 council meeting.

The Joint Powers Agreement, from 2019, with the parties of City and Alden-Conger Schools, was reviewed. Hitchcock and Reindal plan on meeting with school officials to review/sign a Joint Powers Agreement, between City, and Alden-Conger Schools, for 2020. The subject will be on agenda, next city council meeting, in February 12, 2020.

City Staff member, Shirley Newman made a vacation request. Motion made by Reindal, 2nd by Wichmann, to approve vacation request for Newman, motion passed.

Motion by Duncan, 2nd by Wichmann, and carried with none opposed, to approve the bills as follows:

BILLS – January 8, 2020

Adams, Bryce - December cell phone allowance	30.00
Alden Advance - annual subscription	30.00
- Truth in Taxation meeting minutes	19.95
Arnold's of Alden - Lorenz snow blower repair	23.78
Bolton & Menk - Water Treatment Plant Improvement Project - 10/19 - 12/13	14,879.00
Bomgaars - water plant & shop supplies, mouse traps, trek sled, drill, battery	518.88
DVS Renewal-2012 GMC pickup & 1992 Ford snowplow truck license tabs	38.50
EFTPS – December Federal payroll tax deposit	5,337.49
First Independent Bank - 2017 Morin Rd/Downtown Alleys & WWTF Forcemain Projects	64,946.00
Freeborn County Coop Oil - December fuel purchases	362.40
Frontier - January phone services	215.01
Gopher State One Call - December line locates	1.35
Karl's CarQuest Auto Parts - aerator filter	13.76
Midcontinent Communications - 12/17/19 - 1/16/20 shop office internet service	105.00
- 12/13/19 - 1/12/20 emergency phone at water plant	36.12
MN Energy - 11/13 - 12/16/19 gas service	1,180.94
MN Revenue - December state withholding tax	680.03
- 2019 4th quarter state withholding tax	.10
- 4th quarter sales tax	1,695.00
PERA – 12/2 - 12/29/19 employee retirement contributions	1,590.95
Postmaster - 100 \$.55 postage stamps	55.00
Raleigh's Ace Hardware - water plant supplies, supplies, door knob @ city shop	85.07
Reindal Electric - install 5 breaker/GFCI enclosures on street lights for holiday decorations	1,365.70
Ron's Plumbing, HVAC, & Elec. - city hall boiler repair	361.75
Staples Enterprises - December fuel purchases	238.54
Thompson Sanitation - December garbage service	3,230.30
TransWorld Network - December long distance - office	5.06

USABLE Life - January premium	69.30
Utility Consultants - sewer testing, shipping	310.00
Wuerflein, Jerome - December cell phone allowance	30.00
- T-style drip edge	21.14
Xerox Corporation - copier service contract	109.41

Wages, less ded:

Bryce Adams	2,174.89
Jeanne Meyer	2,255.49
Shirley Newman	1,182.74
Jerome Wuerflein	3,011.68

FIRE DEPARTMENT

Emergency Medical Products - gloves, control solutions, test strips	271.54
Krohnberg Garage - tires, tubes, flaps, disposal, freight, labor	793.00
Midcontinent Communications - 12/17/19 - 1/16/20 internet service	105.00
MN Firefighter - official publication of MSFDA (44)	308.00
MN State Fire Dept. Assoc. - 2020 MSFDA membership dues	175.00
S&H Diesel - Truck #928 maintenance	393.60

Council approved motion by Reindal, 2nd by Wichmann, and carried, to adjourn at 7:36 p.m.

Greg Hitchcock
Mayor

Jeanne Meyer
Clerk-Treasurer