

MINUTES OF THE ALDEN CITY COUNCIL MEETING

May 13th, 2020

The Alden City Council met in regular session, on Wednesday, May 13th, 2020. The Mayor, Greg Hitchcock called the meeting to order at 6:01 p.m.

Present besides the mayor, also in attendance, were council members Mr. Jon Duncan, Mr. Heath Reindal, and Ms. Nellie VanEngelenburg. Mr. Jeff Wichmann, was unable to attend. City Staff present was Mr. Jim Thunstedt, Ms. Shirley Newman, and Ms. Jeanne Meyer. Public individuals attending were Ms. Katie Hallum, Ms. Joseth Hertaus and daughters Julia & Jeanna, Ms. Ann Bryson, Ms. Kim Knutson, Ms. Lori Nelson, and Ms. Donna Schmidt.

Mayor Hitchcock led everyone in the Pledge of Allegiance.

Approved were the Minutes of the April 8th Council Meeting, with the amendment of Correspondence; addition of, "Mayor Hitchcock stated the city is in compliance to the State of Minnesota, and MN DNR, of care, and condition of Morin Lake, as well as in compliance of weeds and grass control". Motion by Ms. VanEngelenburg, 2nd by Mr. Reindal, and passed.

The minutes of the Special Council meeting of May 06, 2020 were read and approved as presented. Motion by Ms. VanEngelenburg, 2nd by Mr. Duncan, and passed.

The April 2020 Treasurer's Report and transfers, the Hours Report, Fire Department Report and Public Works Report were also approved as presented.

Fire Department Chief Mr. Jim Thunstedt reported the county meeting was canceled, due to COVID-19. First Responder supplies are still adequate, even though COVID-19 has brought forth many shortages. The Lavern Carlson Foundation donation request was sent, requesting funds for a new thermal imaging camera, as the current one is getting old. There was a request to approve a submission of MN DNR 50/50 grant, for new communication equipment. Motion to approve the grant request by Ms. VanEngelenburg, 2nd by Mr. Duncan, and passed. Also, a new gas monitor –MN Energy grant is available that Jim would be interested in applying. Motion made to approve, by Mr. Duncan, 2nd by Mr. Reindal, and passed.

Public Works Superintendent, Mr. Jerome Wueflein was unable to attend. Cleaning of city storm drains is commencing through out city. The city compost pile has been cleaned up. Water treatment plant needs chorine levels to be checked further. There needs to be more grading/ dragging of city gravel streets, especially after a heavy rain. Motion to approve by Mr. Duncan, 2nd by Mr. Reindal, and passed, none opposed.

The city water tower needs to be inspected. Cost would be approximately \$2,600. Motion to approve water tower inspection by Mr. Reindal, 2nd by Ms. VanEngelenburg, and passed.

CITY BUSINESS

Housing standard issues were discussed by council. Ms. Lori Nelson spoke regarding concerns about housing standards, such as problem junk piles, animal nuisances, garbage, etc. Council addressed enforcement of housing standards. The council decided to send out certified letters to homes in violation of housing standards, and give homeowners 30 days to rectify the situation. Motion by Ms. VanEngelenburg, 2nd by Mr. Duncan, and passed, none opposed.

The council next addressed citizen concerns regarding animals running at large, and the nuisances caused. Ms. Katie Hallum and Ms. Joseth Hertaus each addressed the animal nuisances, and safety concerns. Motion by Ms. VanEngelenburg, for clerk, to send certified letter to owner of animals, causing nuisance. Second by Mr. Reindal, and motion passed, none opposed.

The Morin Lake Days-Celebration committee: Ms. Bryson, Ms. Knutson, Ms. Nelson, and Ms. Schmidt asked the council, if there was a possibility of having Morin Lake Days celebration fireworks event, even though due to COVID-19, the council previously voted to cancel Morin Lake days Celebration, back at April 8, 2020 council meeting. The council considered the request, and determined based on MN Governor Waltz's executive orders, not to approve any fireworks this year.

The council also discussed the need for the Lake Morin Days celebration bank account, currently under the city's federal tax ID, to be removed from the city's tax ID, per the recommendation of city's tax preparer, CliftonLarsonAllenLLP. Due to tax laws of Statement No. 84 of the Governmental Accounting Standards Board, passed January 2017. Ms. Donna Schmidt reported that the Lake Morin Days celebration bank account has been closed. The committee will move forward with plans to open their own bank account. Mayor Hitchcock thanked the committee for all their hard work, planning this event each year.

A water treatment request payment #9 was approved to pay, in the amount of \$180,889.53, to Beamer Companies. Construction is almost finished on the new water treatment plant. Motion by Mr. Reindal, and 2nd by Mr. Duncan, and passed payment request.

Mayor Hitchcock discussed working on the process of adapting MN Basic Code, as previously approved. Committee consisting of Mayor Hitchcock, council-Ms. VanEngelenburg, city staff, Jerome Wuerflein, and Jeanne Meyer. Ms. Meyer will set up meetings to continue to complete adaption of MN Basic Code System for City of Alden.

The council discussed the possibility of installing time clocks for city workers. Mr. Reindal volunteered to look into costs of one or two time clocks, for city employees. The topic will be tabled until the next council meeting, June 10, 2020.

An American Tower proposal was discussed further, since last council meeting on April 8th, 2020. The council approved motion to decline the new proposal, as the new American Tower proposal is not in the city's best interest. Keep original contract in place. Motion by Mr. Reindal, and 2nd by Ms. VanEngelenburg, and passed, none opposed.

Ms. Amy Prange requested her City Hall Rental fee of \$75.00, be refunded, due to COVID-19. Council approved the request. Motion by Ms. VanEngelenburg, and 2nd by Mr. Duncan, and passed, none opposed.

Council then discussed two individuals' requests to have utility water bill late fees waived, due to COVID-19. Council sympathized with the current situation, and after discussion, determined the city still needs to collect proper fees due for utilities. The council however approved extension of additional time, for late utility bills/fees to be paid, regarding water "Shut Off".

ADDITIONAL AGENDA

Alden-Conger School Superintendent, Mr. Brian Shanks requested the council approve closing Euclid St. from corner of Lincoln, to the corner of Main, on or about June 5th, for the High school senior's outdoor graduation services. Only need to close Euclid St., for about one hour that day, to honor Alden-Conger School graduating seniors. Motion by Ms. VanEngelenburg, and 2nd by Mr. Reindal, and passed, none opposed.

Council Ms. VanEngelenburg offered information for city staff opportunities, for continued education, on line courses offered, during COVID-19. Staff will consider staff education opportunities, online, as time allows.

Mayor Hitchcock called Public Works Superintendent- Mr. Jerome Wueflein, unable to attend, to clarify a few issues by speaker phone. Mayor Hitchcock asked for clarification, regarding city mowing, with information received by Travis Greenfield, for mowing various city areas for 2020. Motion by Mr. Reindal and 2nd by Ms. VanEngelenburg, to pay Travis Greenfield \$200 a time, for various city mowing sites. Motion passed, none opposed.

There is proposal from Southern Lock & Glass Co., for new doors, timer, and deadbolts, for the North park bathroom remodel. The council agreed, moving ahead with remodel, with plans to request the Alden-Conger School to pay half of the North park bathroom remodel costs.

Motion by Mr. Duncan, 2nd by Mr. Reindal with none opposed, to approve the bills as follows:

BILLS – MAY 13, 2020

Adams, Bryce - April cell phone allowance	30.00
Alden Advance - City Drinking Water Report	379.00
Beemer Companies - Pay Request #9 - Water Treatment Plant Improvement Project	180,889.53
Bolton & Menk - Water Treatment Plant Improvement Project - 3/21 - 4/17/20 & Valuation	5,014.25
Bomgaars - 3 pt broom repair	119.98
Cardmember Service - mail water samples	15.54
CliftonLarsonAllen - professional services for 2019 audit, client support fee	1,575.00
DPC Industries - chlorine	171.14
EFTPS – April Federal payroll tax deposit	2,577.24
Freeborn County Aud/Treas - property taxes & ditch assessments	1,063.56
Freeborn County Coop Oil - April fuel purchases	185.66
Freeborn Mower Cooperative - 3/1 - 4/1/20 electric services	2,462.40

Freeborn Mower Cooperative - 4/1 - 5/1/20 electric service	2,109.41
Frontier - May phone services	212.80
Gopher State One Call - April line locates	36.45
Meyer, Jeanne - paper towels, kleenex, cleaners, wipes, room freshener, lotion	28.08
Midcontinent Communications - 4/17 - 5/16/20 shop office internet service	105.00
- 4/13 - 5/12/20 emergency phone at water plant	35.59
MN Energy - 3/11 - 4/14/20 gas service	793.00
MN Revenue - April state withholding tax	446.26
- April sales tax	1,228.00
PERA - 4/6 - 5/320 employee retirement contributions	1,687.87
Postmaster - 300 \$.35 & 100 \$.55 postage stamps	160.00
Quill LLC - office supplies, kleenex, hand sanitizer	46.26
Raleigh's Ace Hardware - shop supplies, clock, distilled water	64.97
Staples Enterprises - April fuel purchases	116.14
Thompson Sanitation - April garbage service	3,230.30
TransWorld Network - March long distance service - city shop	7.46
USABLE Life - May premium	69.30
Utility Consultants - sewer testing, shipping	492.00
Vadim Municipal Software - annual maintenance fee	1,801.39
Wuerflein, Jerome - April cell phone allowance	30.00
Xerox Corporation - copier service contract	20.21

Wages, less ded:

Bryce Adams	2,328.79
Jeanne Meyer	2,528.45
Shirley Newman	1,188.21
Jerome Wuerflein	3,111.64

FIRE DEPARTMENT

Emergency Medical Products - thermometer, oximeter, stretcher	798.63
Fastenal - tire chuck, N95 masks, cross pein hammer	58.70
Freeborn County Coop Oil - April fuel purchases	6.15
Ignaszewski, Kyle - air hose, battery tender, tire pressure gauge	73.07
Karl's CarQuest Auto Parts - air chuck, shipping	23.61
Midcontinent Communications - 4/17 - 5/16/20 internet service	105.00
MN State Fire Chiefs Assoc. - 2020 membership dues	100.00
South Central Regional Fire Dept. Assoc. - 2020 membership dues	50.00
Thunstedt, Jim - Clorox disinfecting wipes	35.99
Tomschin, Brad - extension cord & wye	17.16

Council approved motion by Mr. Reindal, 2nd by Ms. VanEngelenburg, and passed, none opposed, to adjourn at 8:37 p.m.

Greg Hitchcock
Mayor

Jeanne Meyer
Clerk-Treasurer

