

MINUTES OF THE REGULAR ALDEN CITY COUNCIL MEETING

December 13th, 2017

The Alden City Council met in regular session on Wednesday, December 13th, at 6:30 PM. Council members present were Reyerson, Riebe, VanEngelenburg and Duncan. Wichmann was absent. City staff present were Chief Thunstedt, Wuerflein, Scholten, Chief Harpham and Newman. Also present were Ben Rosol, Wes Brown and John Graupman, all of Bolton & Menk, Inc., as well as Paul Weigel.

Mayor Reyerson called the meeting to order.

Approved as presented were the minutes of the November 8th Council Meeting and November 15th Special meeting, along with the November Treasurer's Report, Transfer of Funds, Hours Report, Police Report, Fire Department Report, and the Public Works Report.

Harpham presented the Police Report with information regarding training on the computer system. After some discussion, the council decided to hold a workshop on Wednesday, January 3rd, 2018 at 6:00 PM to further discuss the training, police job description, as well as the police position.

Motion by Duncan, second by Riebe and carried, to approve Harpham's request to switch evenings.

Motion by Riebe, second by Duncan and carried, to approve Harpham's vacation request.

Chief Thunstedt informed the council the Fire Department's washer extractor and dryer will be installed January 3rd, 2018. Motion by VanEngelenburg, second by Duncan and carried, to approve releasing Josh Jacobs from the fire department roster due to not meeting SOP guidelines.

Motion by VanEngelenburg, second by Riebe and carried, to approve the request to add Katie Hallman and Lucan VanEngelenburg to the Alden Fire Department roster. The two individuals will undergo the standard 6 month probationary period.

Wuerflein presented the Public Works Report. He stated there have been issues with the Christmas décor, which he is hoping will be resolved with the power company. Wuerflein also updated the council on the forcemain pumps, which he said are scheduled to be shipped December 18th, but the install date is still unknown.

Wes Brown of Bolton & Menk updated the council on the 2017 Street & Alley Improvement Project. Brown stated the final lift and pavement will be completed in spring of 2018. Brown then presented the third pay estimate due to Ulland Brothers, which he noted \$34,500 was deducted from the pay estimate due to accumulated

penalties. Motion by Riebe, second by Duncan and carried, to pay estimates #2 and #3 to Ulland Brothers.

John Graupman of Bolton & Menk presented information regarding a new water plant. Motion by Riebe, second by Duncan and carried, to begin the survey process for the water plant plans. The council then decided to set up a meeting with Graupman, Wuerflein, Reyerson & Wichmann to discuss the water plant further. The group will then report back to the council at the January meeting.

The council discussed the 2017 City Audit. Motion by VanEngelenburg, second by Riebe and carried, to approve the proposal from the auditing firm of CliftonLarsonAllen LLP for the 2017 City Audit at the estimated cost of \$7,600.

Following a brief discussion of the proposed 2018 Budget and Tax Levy, motion by Riebe, second by Duncan and carried, to approve the 2018 Budget in the amount of \$536,286. Motion by Riebe, second by VanEngelenburg and carried, to adopt the 2018 Tax Levy as follows:

<u>LEVY PURPOSE</u>	<u>LEVY AFTER AIDS</u>
GENERAL FUND	188,000
FIRE PROTECTION	12,000
TOTALS	<u>200,000</u>

The council reviewed the 2017 Assigned Funds. Motion by Riebe, second by VanEngelenburg and carried, to leave the Assigned Funds the same for 2018.

Motion by VanEnelenburg, second by Riebe and carried, to approve Scholten's request to attend 2020 Census training on April 12th, 2018.

Motion by Duncan, second by VanEngelenburg and carried, to approve the bills as follows:

Alden Advance – Oct. council minutes 88.80; Alden-Conger Public Schools – cost of concrete for city curb by school 3500.00; Bolton & Menk – 2017 Morin Rd. & Downtown Alley Improvement Proeject 21,641.00, 2017 Wastewater Forcemain Replacement 1162.50; Bomgaars – shop supplies, water plant repair 21.05; DPC Industries – chemicals 368.92; EFTPS – Nov. Federal payroll tax deposit 2339.68; Expressways – Nov. fuel purchases, food for catch basin cleaning crew 346.11; Fleet Farm Supply – clothing allowance (sweatshirt, bibs) for Jerome 94.38; Freeborn County Coop Oil – Nov. fuel purchases 274.70; Freeborn Mower Cooperative – 10/4 – 11/5/17 electric service 1762.18; Frontier – Dec. phone services 195.96; Gopher State One Call – Nov. line locates 8.10; Harpham, Kris - Nov. cell phone allowance 30.00; Karl's CarQuest - pickup maintenance, shop supplies 58.90; Lakeside Auto – tires for squad 598.40; MIDCO – 11/17 – 12/16/17 shop/police internet service 157.50; MN Dept. of Health – 4th qtr. Water testing fee 489.00; MN Energy – 10/16 – 11/13/17 gas services 649.71; MN Revenue – Nov. state withholding tax 466.24; PERA - 11/6 – 12/3/17 employee retirement contributions 2193.59; Petty Cash – postage expenses 19.73; Postmaster – 100 \$.49 & 300 \$.34 postage stamps 151.00; Reindal Electric – remove

conduit & wire crossing alley behind apts. 137.14; Senior Resources – support for senior programs 500.00; SMIF – contribution 250.00; Sparkling Image – city staff pictures, website & logo design, business cards, decal 737.50; Sweeper Services – sweeper repairs 106.84; Thompson Sanitation – Nov. garbage service 3089.86; Ulland Brothers – Pay Est. #2 – 2017 Morin Rd. & Downtown Alley Project 123,915.13; US Able Life – Dec. premium 105.00; Utility Consultants – sewer testing, shipping 232.50; Verizon Wireless – Nov. internet service for computer in squad 35.01; Visa – clothing allowance (jeans) for Kris 59.91; Wuerflein, Jerome – Nov. cell phone allowance 30.00, DOT physical reimbursement 95.00, shop torch repairs & safety gloves reimbursement 119.19; Xerox Corp. – copier service agreement 41.27; Alden Pool & Municipal Supply – chemicals 1219.20, booster pump for treatment plant 329.00; Core & Main LP – hydrant maintenance 23.68; Guggisberg, William – Nov. mileage 68.00; Lakeside Auto – road ditch tire disposal 21.00; PERA – annual employee retirement contribution 80.51; TransWorld Network – long distance service (office) 6.70; Verizon Wireless – Dec. internet service for computer in squad 35.01; wages less ded: Kristin Harpham 3015.46, Shirley Newman 1010.13, Alexis Scholten 2238.15, Jerome Wuerflein 2736.16, William Guggisberg – Nov. 193.93, Mayor - Jerry Reyerson 1847.00; Council – Jon Duncan 1385.25, Shawn Riebe 1385.25, Janelle VanEngelenburg 1385.25, Jeff Wichmann 1385.25; City Treasurer – Alexis Scholten 343.40; Cemetery Actuary – Jerome Wuerflein 64.38, Cemetery Treasurer & Actuary – Alexis Scholten 85.85. FIRE DEPARTMENT: MIDCO – 11/17 – 12/1/17 internet service 52.50; Fire Safety USA – Engines 928 – 929 maintenance 1317.75; Thunstedt, Jim – 2017 Fire Chief Mileage 118.77, screwdriving drill bits 32.23; wages, less deductions: Fire Chief – Jim Thunstedt 1385.25; Asst. Fire Chiefs – Joe Bolinger 461.75, Paul Weigel 461.75; Fire Captains – Dan Erickson 230.87, Ross Skov 230.87; Secretary – Rick Loock 92.35.

Motion by Riebe, second by Duncan and carried, to adjourn at 8:16 PM.