

MINUTES OF THE REGULAR ALDEN CITY COUNCIL MEETING

February 8, 2017

The Alden City Council met in regular session on Wednesday, February 8th, at 7:00 PM. Council members present were Reyerson, Riebe, Wichmann, and Duncan. VanEngelenburg was absent. City Staff present were Chief Harpham, Chief Thunstedt, Scholten, Wuerflein, and Newman. Others in attendance were Wes Brown and Justin Olson of Bolton & Menk, Inc., Brian Jacobs, Mary Frank, Lynn Wasmoen, and Craig Popenhagen of CliftonLarsonAllen.

Mayor Reyerson called the meeting to order.

Approved as presented were the Minutes of the January 11th Council Meeting, along with the January Treasurer's Report, Transfer of Funds, Hours Report, Police Report, Fire Department Report, and the Public Works Report.

Chief Harpham presented the Police Report stating the signs in front of the school have been installed and he has witnessed some improvements with the traffic issues.

Chief Thunstedt stated in the Fire Report equipment updates will be needed in the near future. He also informed the Council a washer extractor will need to be purchased in 2017 to help eliminate health risks to the firefighters. The cost of the washer extractor will depend on if the department is awarded the grant or not.

The Public Works Report included several items. Wuerflein informed the Council of MRWA Training he will be attending in March in St. Cloud, as well as taking his Class D water license exam. Motion by Riebe, second by Duncan and carried, to approve the order and installation of carpet in the front and back entries of City Hall at an estimated cost of \$3000.

Motion by Riebe, second by Duncan and carried, to approve Wuerflein's vacation request for March 10th.

In conjunction with the Public Works Report, Wes Brown of Bolton & Menk, Inc. presented information regarding the issue with the force main at the City Ponds. He informed the Council MPCA requires it to be repaired and the entire line may need to be replaced due to age. Brown recommended the project take place summer 2017. Motion by Wichmann, second by Duncan and carried, to authorize Bolton & Menk, Inc. to begin working on the needed permits and plans to resolve the issue.

Motion by Riebe, second by Wichmann and carried to approve and adopt the following resolution:

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the City Council adopted the 14th day of January, 2017, fixed a date for a Council Hearing on the proposed improvement of Morin Road from 150 feet north of Scotte Lane to the southern cul-de-sac for approximately 675 feet and Broadway Street Alleys from Main Street to Water Street, and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon the 8th day of February, 2017, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ALDEN, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 8th day of February, 2017.
3. Such improvement has no relationship to the comprehensive municipal plan.
4. Bolton & Menk, Inc. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
5. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

Brian Jacobs requested the Council reconsider the placement of trees in the new addition of the Alden Municipal Cemetery or to add additional locations for future trees. The Council decided they would review the current mapped tree placements and revisit the request at the March Council Meeting.

Motion by Wichmann, second by Riebe and carried, to approve a pay step for Wuerflein effective next payday and to prorate the new pay step wage from Wuerflein's one year anniversary work date.

The Council agreed to allow Scholten to attend the MCFOA Conference March 14th – 17th.

Scholten informed the Council of the TH 109 Project Community Meeting being held at City Hall on Wednesday, March 29th, 2017 from 5:00 – 7:00 PM. The meeting will be open house style and open to the public. Proper notifications will be made prior to the meeting.

Mary Frank and Lynn Wasmoen presented to the Council concerns regarding a high City Utility bill. After lengthy discussion, it was decided Wuerflein would monitor the water meter and the issue would be readdressed at the March Council Meeting.

Craig Popenhagen of CliftonLarsonAllen presented the 2016 City Financial Reports following the 2016 audit, which was conducted in January. Popenhagen stated the

financials for 2016 were satisfactory. Because the final drafts were not ready, the final reports will be presented to the Council at the March Council Meeting.

Motion by Wichmann, second by Duncan and carried, to approve the 2016 Pay Equity Report as presented.

Discussion about the 2017 mowing season resulted in the decision to advertise for quotes for the city and cemetery mowing. Quotes will be due to the City Office by Monday, March 6th, 2017 at 4:00 PM. The quotes turned in will be reviewed and then awarded at the March Council Meeting.

Motion by Wichmann, second by Riebe and carried, to approve changing the starting time of the regular City of Alden council meetings to 6:00 PM effective April 1, 2017.

Motion by Riebe, second by Wichmann and carried, to approve the bills as follows:
Alden Advance – 2017 Street Improvement Project hearing notices 20.66; Albert Lea Newspapers – aeration notices 83.10; Albert Lea Steel – snowplow repair 2.94, 3 pt blade repair, man basket for loader 492.04; Arnold’s of Alden – snowplow repair 34.25, filter for loader 12.00; Berkley Risk Administrators Co – 2017 Workers’ Comp premium 12,506.00; CliftonLarsonAllen – professional service for 2016 audit (partial payment) 5000.00; EFTPS – January Federal payroll tax deposit 3466.54; Fastenal – scale, shipping 195.32, snowplow repair 64.44, snowplow repair 45.43; Freeborn County Attorney’s Office – police forfeiture reimbursement (20%) 1810.61; Freeborn County Coop Oil – January fuel & oil purchases, LP exchange 1842.49; Freeborn Lumber – shop office construction 391.53; Freeborn Mower Coop – 12/5/16 – 1/4/17 electric service 2237.80; Frontier – February phone & internet services 329.30; Gopher State One Call – January line locates 5.40, 2017 annual facility operator fee 100.00; Guggisberg, William – January mileage 32.00; Harpham, Kris – January cell phone allowance 30.00; Home Federal Savings Bank – 2007 & 2011 Bond Issue payments 2212.78; John Hulloper Construction – concrete for street repair in front of City Hall 2025.00; Jones Haugh Smith – prepare utility & parcel maps 900.00; KB Events LLC – MCFOA Annual Conf. registration & workshops – Lexi 310.00; Karl’s Carquest – shop supplies, snowplow truck repairs 38.75, hall chairs pads 10.99; shop supplies 16.09; aerator belts 41.82; MCFOA – annual membership for Lexi 35.00; Mid-American Chemical Pump Co. – water maintenance 295.50; MN Dept. of Health – Water Supply System Operator Class D exam – Jerome 32.00; MN DNR Ecological & Water Resources – 2016 MPARS water report 164.45; MN Management & Budget – police forfeiture reimbursement (10%) 905.30; MN Rural Water Assoc. – MRWA Technical Conf. registration – Jerome 230.00; Minnesota Energy – 12/14/16 – 1/13/17 gas services 1560.17; Minnesota Revenue – January state withholding tax 700.90; Newman Traffic Signs – 16 traffic signs, freight 320.75; PERA – ½ - 1/29/17 employee retirement contributions 2237.40, January OT employee retirement contribution 65.82; Quill – office supplies 79.12; Raleigh’s Ace Hardware - supplies, ice melt, repairs 96.10, paint & paint supplies for shop office 130.28; Thompson Sanitation – January garbage service 3089.86; TransWorld Network – Dec. & Jan. long distance service – garage 4.94, Jan. & Feb. long distance service - office 9.55; US Able Life – February premium 53.70; Visa – snowplow truck cylinder,

freight, postage to mail water samples 1106.65; Westrum Leak Detection – leak detection service by City Hall & on Ebert 1470.00; Wuerflein, Jerome – January cell phone allowance 30.00; Xerox Corp. – copier service agreement 98.60; wages & Jan. OT, less ded: William Guggisburg – Jan. 175.46; Kristin Harpham 3015.46; Kristin Harpham – Jan. OT 213.89; Shirley Newman 1204.28; Frank Purdy 36.94; Alexis Scholten 2322.47; Jerome Wuerflein 2679.48. FIRE DEPARTMENT: Freeborn County Coop Oil – January fuel purchases 29.12; Our Designs – nametags with engraved emblem, shipping 170.65; badges, shipping 291.45.

Motion by Duncan, second by Wichmann and carried, to adjourn at 10:10 PM.