

## MINUTES OF THE REGULAR ALDEN CITY COUNCIL MEETING

January 11, 2017

The Alden City Council met in regular session on Wednesday, January 11, at 7:00 p.m. Council members present were Reyerson, Riebe, VanEngelenburg, Wichmann, and Duncan. City Staff present were Chief Harpham, Chief Thunstedt, Scholten, Wuerflein, and Newman. Others in attendance were Sarah Hensley, Scott Hemmingsen, and Jordan and Emily Bohenek.

Mayor Reyerson called the meeting to order.

Oaths of Office were taken by re-elected Mayor Jerry Reyerson and Council members Janelle VanEngelenburg, Jeff Wichmann and Jon Duncan.

Approved as presented were the Minutes of the December 14th Truth In Taxation Hearing and the December 14 Council Meeting, along with the December Treasurer's Report, Hours Report, Police Report, Fire Department Report, and the Public Works Report.

Chief Harpham's Police Report included recognition of Chad Bendicksen, along with a "Thank you" for his help and assistance cleaning the catch basins and installing signs. Chief Harpham went on to discuss a meeting he had with Superintendent Shanks to go over new maps of the school building and possibly writing a new crisis plan. The new maps will assist all emergency personnel in any type of emergency or crisis situation.

Chief Thunstedt presented the Fire Department Report, which included the acknowledgment of a generous \$200 donation from Herman Manufacturing Company in Wells, MN.

Wuerflein began the Public Works Report by informing the Council the City's FEMA claim from the heavy rains in September was rejected due to not meeting the minimum cost threshold. He went on to discuss how he met with MRWA about the force main at the pond. He explained that an engineer will need to be involved with determining a repair plan, then the plan will need to be submitted.

Sarah Hensley from Intego Insurance Services, Inc. came before the council with the property/casualty/liability/workers compensation and volunteers' accident plan insurance coverage quotes through the League of Minnesota Cities Insurance Trust, plus prior year's comparisons which also included the dividends received by the City from the LMCIT the last several years. Hensley also presented information on additional insurance coverage options for the Council to consider. Motion by VanEngelenburg, second by Riebe and carried, to continue with the same coverage the City has had and to approve these proposals as presented. The Council tabled an additional coverage option until next meeting.

Motion by VanEngelenburg, second by Riebe and carried, to increase the annual pay for the Fire Chief position to \$1500 beginning in 2017.

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

**A RESOLUTION TO ALLOW THE MINNESOTA DEPARTMENT OF  
TRANSPORTATION (MN/DOT) TO ACQUIRE EASEMENT OF CITY LAND: PARCEL  
220**

BE IT RESOLVED, by the City Council of Alden, which in consideration of five thousand five hundred dollars (\$5500.00), to be paid by the State of Minnesota, Department of Transportation, allows the acquisition of land by direct purchase to the State of Minnesota the parcel described as follows:

That part of Tract A described below:

Tract A. That part of Lots 22 and 23, Block 8, in the Village of Alden (now the City of Alden), according to the revised and consolidated plat thereof on file and of record in the office of the County Recorder in and for Freeborn County, Minnesota, lying easterly of the following described line: Beginning at the northwest corner of Lot 20 of said Block 8; thence southerly to a point on the south line of Lot 23 of said Block 8, distant 40 feet easterly of the southwest corner thereof and there terminating;

which lies northerly and westerly of Line 1 described below:

Line 1. Commencing at the southwesterly corner of Tract A hereinbefore described; thence northerly along the westerly line thereof for 41 feet to the point of beginning of Line 1 to be described; thence deflect to the right at a right angle for 32 feet; thence northerly parallel with the westerly line of said Tract A to the northerly line of said Lot 23 and there terminating; together with all right of access control, being the right of ingress to and egress from that part of Lot 23 hereinbefore described, not acquired herein, to Trunk Highway No. 90 and Trunk Highway No. 109; except that access shall be permitted along the northerly line thereof; also a right to use the following described strips for highway purposes, which right shall cease on December 1, 2022, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes:

A strip being that part of Tract A hereinbefore described, adjoining, southerly and easterly of the above described strip, which lies northerly and westerly of the following described line:

Commencing at the southwesterly corner of said Tract A; thence northerly along the westerly line thereof for 31 feet to the point of beginning of the line to be described; thence deflect to the right at a right angle for 42 feet; thence northerly parallel with the westerly line of said Tract A to the northerly line of said Lot 23 and there terminating; A strip being the westerly 10 feet of that part of Lot 22 hereinbefore described, adjoining and northerly of the first above described strip.

Adopted by the City Council this 11<sup>th</sup> day of January, 2017.

Motion by Wichmann, second by Riebe and carried, to approve the presented Assigned Funds balance for 2016 in the amount of \$230,725.41.

Motion by VanEngelenburg, second by Duncan and carried, to approve the 2017 City Fees with no changes from the 2016 fees.

The following positions were appointed for 2017, motion by Duncan, second by VanEngelenburg and carried to approve:

**Acting Mayor** - Shawn Riebe

**Official Newspaper** - *The Alden Advance*

**Official Depositories** - Security Bank Minnesota; Home Federal Savings Bank; United Bankers Bank as the safe-keeping entity for the collateral signed by Security Bank Minnesota.

*COMMITTEES/DUTIES:*

**Building** - Reyerson, Duncan, Wuerflein, Harpham  
**Water/Sewer** - Reyerson, Wichmann, Wuerflein  
**Streets & Alleys** - Wuerflein, Reyerson, Riebe  
**Parks** - Wuerflein, VanEngelenburg  
**Fire Marshal** - Jim Thunstedt  
**Joint Powers with Alden-Conger School** - Reyerson, Riebe  
**Police Liaison** - VanEngelenburg  
**Zoning** - Albert Allen, Jim Bute, Kris Harpham, Jerome Wuerflein (liaison)  
**Safety** - Public Works Supt (Wuerflein), Police Chief (Harpham), Fireman (Bolinger)  
**Authorized Signers of Official City Documents & Checks** - Mayor (Reyerson), Acting Mayor (Riebe), Clerk (Scholten), Office Assistant (Newman)  
**Authorized to do Electronic Transfers** - Mayor (Reyerson), Clerk (Scholten), Office Assistant (Newman)  
**Council/Employee Liaisons** - Clerk/Treasurer - Riebe, Office Assistant - VanEngelenburg, Public Works - Wichmann

It was brought to the attention of the Council that there have been several noise complaints from snowmobiles in City Limits. Discussion resulted in passing along reminders of Ordinance No. 112 regarding Alden snowmobile rules and regulations and to remind citizens to use common courtesy when operating a snowmobile.

Jordan and Emily Bohonek came before the Council to express concern regarding the parking and drop-off area in front of the school, as well as the safety of the children during morning drop-off. After lengthy discussion, it was decided that additional proper signage will be installed to try and eliminate unsafe situations in front of the school.

Scholten mentioned to the Council that Forrest Hasty from MNDot would like to hold a community meeting in March or April to answer any questions from the public regarding the Highway 109 Project. The actual date, time, and place of the meeting will be announced once officially decided.

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

**RESOLUTION CITY OF ALDEN**  
**Resolution Receiving Feasibility Report and Calling Hearing on Improvement**

WHEREAS, pursuant to a contract with Bolton & Menk approved by the Council on September 14, 2016, a report has been prepared by Bolton & Menk with reference to proposed 2017 Street and Alley Improvements of Morin Road and the east and west alleys of Broadway Street between Main Street and Water Street for the improvement of street and alley reconstruction, parking area and subsurface drain improvements, and this report was received by the Council on Wednesday, December 14, 2016.

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The Council will consider improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$413,075.
2. A public hearing shall be held on such proposed improvement on Wednesday, February 8<sup>th</sup>, 2017 in the Council Meeting Room at 174 Water Street Alden, MN at 6:00 PM and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Council this 14<sup>th</sup> day of January 2017.

Motion by Riebe, second by Wichmann and carried, to approve the bills as follows:

American Engineering Testing - pavement coring for 2017 street project 3650.00; Arnold Companies - TIF from Dec. 2016 tax settlements 8,981.88; Bolton & Menk - professional services for 2017 street project 1344.00; Bomgaars - shovel 19.99; Drain Works - jetted sewer line behind 236 & 176 Powers Ave. 712.50; EFTPS - December Federal payroll tax deposit 3486.85; Expressways - December fuel purchase 453.99; Freeborn County Auditor/Treasurer - 2016 general election ballots 80.00; Freeborn Mower Coop - 11/3 - 12/5/16 electric service 1844.72; Frontier - January phone & internet services 326.83; Gopher State One Call - December line locates 5.40; Harpham, Kris - Dec. cell phone allowance 30.00; Karl's Carquest - headlight bulbs for loader 28.48; Lakeside Auto - oil change, wiper blades etc. for squad car 102.00; Minnesota Energy - 11/15 - 12/14/16 gas services 1090.12; Minnesota Revenue - Dec. state withholding tax 437.45, 2016 4th Qtr. state/county sales tax 1448.00; PERA - 12/5/16 - 1/1/17 employee retirement contributions 2201.97; Petty cash - refund petty cash for money deposited in checking acct. error 20.00; Thompson Sanitation - Dec. garbage service 3089.86; USABLE LIFE - January premium 53.70; USTI - W2s, 1099s, envelopes, shipping 105.00; Utility Consultants - sewer testing, shipping 155.00; Visa - ink for Jerome's printer 37.97; Wuerflein, Jerome - Dec. cell phone allowance 30.00; Alden Advance - Nov. council minutes 119.48; Fastenal - snowplow repair 33.76; Guggisberg, William - Dec. mileage 24.00; PERA - Dec. OT employee retirement contribution 162.00; Postmaster - 300 \$.34 & 100 \$.47 postage stamps 149.00; Raleigh's Ace Hardware - flag for pole by city office 35.99; Schwaab - replacement pad for stamper 21.00; TransWorld Network - long distance calls at city office 4.38; Xerox Corporation - copier service agreement 102.69; wages, less ded: Kristin Harpham 2975.05; Shirley Newman 1205.42; Alexis Scholten 2317.53; Jerome Wuerflein 2587.10; William Guggisberg - December 277.05; Kristin Harpham - Dec. OT 519.27. FIRE DEPARTMENT: Electronic Engineering - halogen bulbs for fire truck 148.99; Freeborn County Coop Oil - Dec. fuel purchases 172.74; Freeborn County Fire Association - 2017 annual dues 50.00; MN State Fire Dept. Assoc. - 43 subscriptions to MN Firefighter publication 301.00; MN State Fire Dept. Assoc. - 2017 membership dues 148.00; Our Designs - personalized engraved awards (2) 205.14; Tomschin, Brad - food purchased for Nov. county fire meeting 141.07.

Motion by Riebe, second by Duncan and carried, to adjourn at 8:29 PM.