

## MINUTES OF THE REGULAR ALDEN CITY COUNCIL MEETING

July 10, 2019

The Alden City Council met in regular session on Wednesday, July 10, at 6:03 P.M. Members present were Mayor Greg Hitchcock, council members Jon Duncan, Heath Reindal, Jeff Wichmann, and Nellie VanEngelenburg. City staff present were Chief Jim Thunstedt, Jerome Wuerflein, and Shirley Newman. Also present Grace McClintock from SMIF.

Mayor Hitchcock called the meeting to order. The Pledge of Allegiance was said.

Approved as presented were the June 12th Council Meeting Minutes, along with the June Treasurer's Report and Transfers, Hours Report, Fire Department Report, and the Public Works Report.

Chief Thunstedt presented the Fire Dept. Report. The Fire Dept. received a check from the Alden- Conger School for responding to all the false alarms at their location. Thunstedt hopes to be present when the new alarm system is installed at the school. Thunstedt informed the council of various grants available and various types of fire equipment to be purchased. Freeborn County is in the process of going to a new photo ID card for firefighters. The annual Fire Dept. Pork Chop Feed will be held Saturday August 17. Motion by Wichmann, second by VanEngelenburg and carried to close off the alley behind city hall/fire department for this event. Motion by Duncan, second by Wichmann and carried to accept the retirement of Brian Jacobs from the Alden Fire Dept effective August 1, 2019. Thanks to Brian for his 33 years of service to the Alden Fire Department! The water low pressure situation that occurred during the fire department's training was discussed. Wuerflein will check with the MN Rural Water Association about a flow meter rate. There was a request from the property owner at 280 Euclid for a house burning training at this location. The house burning request was put on hold until after contacting the city attorney.

Wuerflein presented the Public Works Report. Water tower inspection/maintenance quotes will need to be reevaluated as PFA funds are not available to cover this cost. The 2017 Morin Rd. & Downtown Alleys Improvement Project, lift station, water treatment plant, ponds, hall floor, street crack/patch repairs, compost pile, and city equipment maintenance were the various topics discussed. Motion by VanEngelenburg, second by Duncan and carried to grant Adams his vacation request. Motion by VanEngelenburg, second by Reindal and carried to grant Wuerflein his vacation requests.

The Morin Lake Restoration Project was brought up. After much discussion and clarification, there was a motion by Wichmann, second by Duncan and carried to spend up to \$2000 (previous SMIF money donation) on two concrete areas. The concrete areas will be one at the beach and the other one will be on the north side of Morin Lake. Benches previously gifted to the city will be placed on these concrete areas.

Grace McClintock from Southern Minnesota Initiative Foundation (SMIF) presented information on their organization. Grace told of the various programs available through this organization.

She thanked the city for their past donations. Grace requested that the city consider another donation for 2020.

A speed sign on the south end of Alden is being looked into. Mayor Hitchcock will talk to Sheriff Freitag & Freeborn County Engineer Sue Miller about this project. This topic will be tabled until next month.

North Park was the next item on the agenda. The City of Alden and the Alden-Conger School have been discussing the park and in particular the usage of the softball field. Several items were brought up and discussed. Motion by Wichmann, second by Reindal and carried to approve the following meeting dates: North Park Public Hearing on Monday July 15, 2019 @ 7:00 P.M. and North Park Special Meeting on Tuesday, July 30, 2019 @ 7:00 P.M. Both meetings will be held in the City Meeting Room - 174 Water St.

Motion by Reindal, second by Duncan and carried, to approve payment of Pay Estimate #2 to Dakota Supply Group in the amount of \$12,698.00 after receiving appropriate PFA funding.

All of the active households/businesses in town have their new water meters installed. Implementing the new software/system will happen in the near future.

Wuerflein addressed the topic of sump pumps. Wuerflein will contact those residents who are out of compliance. City Ordinance #118 states that there is a \$100/day penalty if a resident is out of compliance.

Motion by VanEngelenburg, second by Reindal and carried to grant Newman her vacation request.

Duncan shared that he had received a fireworks complaint within the city limits. Duncan referred the resident to the Freeborn County Sheriff's Department.

Motion by Duncan, second by Reindal and carried to approve the bills as follows:  
Adams, Bryce – June cell phone allowance 30.00; Alden Historical Society – LeVerne Carlson Foundation - utilities donation 2000.00; Alden Lions – LeVerne Carlson Foundation – Community Pride Monument Donation 500.00; Arnold's of Alden – Toro repair 24.50, 1066 IH tractor repair 4470.99; loader repair 31.75; Beemer Companies – Pay Request #5 – WTP Improvement Project 85,649.40; Bomgaars – shop supplies, mower repair, chainsaw chains, oil 81.95; Cardmember service – marking flags, temporary paint, shipping 181.24; Dakota Supply Group – Pay Estimate #1 Water Meter Project 66,227.35, Pay Estimate #2 Water Meter Project 12,698.00, water meter, shipping 308.57; DPC Industries – chlorine 171.14; EFTPS – June federal payroll tax deposit 2553.55; First Independent Bank – 2017 Morin Rd./Broadway Alley Project/ WWTF Forcemain project 10,946.25; Freeborn County Coop Oil – June fuel purchases 318.59; Frontier – July phone services 209.95; Gopher State One Call - June line locates 21.60; Greenfield, Travis (Advanced Outdoor Services) – June city mowing/trimming 700.00, June cemetery mowing/trimming 900.00; Hilltop Greenhouse & Farm – 6 16" flower baskets & flowers on downtown street lights 564.00; Leach Law – lift station pump issues 555.00; M & S Outdoor Equipment – sharpened chains 34.00; Majerus, Charlie – garage door damage done by

city snow blower 200.00; MIDCO – 6/17 – 7/16/19 shop office internet service 105.00; Midwest AquaCare – weed & algae control on Morin Lake, permit 1925.00; MN Energy – 5/14 – 6/13/19 gas services 342.26; MN Revenue – June state withholding tax 483.45, 2019 2<sup>nd</sup> qtr sales tax 2511.00; Morin Lake Days – city contribution toward MLD celebration 1200.00, LeVerne Carlson Foundation Donation 3500.00, CCF Bank Donation 25.00; Northern Country Coop – softener salt 21.00; PERA – 6/3 – 6/30/19 employee retirement contributions 1644.02; Postmaster – 100 \$.55 postage stamps 55.00; Quill Corp. – paper, binders, envelopes 85.15; Raleigh’s Ace Hardware – pump repair 5.93; Reindal Electric – beach bathroom LED fixtures & sensors 448.15, locate electrical source for NPL gas line excavations 97.50; Ron’s Plumbing HVAC & Elec. – beach bathroom repair 224.93; Sanco Equip. – Toro repairs 803.89; Staples Enterprises – June fuel purchases 78.48; Thompson Sanitation – June garbage service 3230.30; TransWorld Network - June & July long distance service - office 5.60; USABLE Life – July premium 49.60; Utility Consultants – sewer testing, shipping 595.00; Wuerflein, Jerome - June cell phone allowance 30.00; Xerox Corp. – copier service agreement 113.64; wages, less ded: Bryce Adams 2229.44; Shirley Newman 1043.38; Alexis Scholten 2599.40; Jerome Wuerflein 3011.69; FIRE DEPT: Ernie’s Canvas Products – gear repair 10.00; Freeborn County Coop Oil – June fuel purchases 165.51; Hemmingsen, Parker – parade candy 254.78; MIDCO – 6/17 – 7/16/19 internet service 105.00; Tomschin, Brad – food for water wars, cleaning supplies 103.16; Wells Fire Dept. – 2019 Firefighter Tournament entry fee 50.00; Witmer Public Safety Group – badges, name plates, shipping 383.99.

Motion by Reindal, second by VanEngelenburg and carried to adjourn at 8:30 P.M.

Greg Hitchcock  
Mayor

Shirley Newman  
Office Assistant

## PROCEEDINGS NORTH PARK PUBLIC HEARING

July 15<sup>th</sup>, 2019

The Alden City Council met at 7:00 PM on Monday, July 15<sup>th</sup>, 2019 for the purpose of discussing the possibility of going into a lease agreement with the Alden-Conger School District for improving and use of North Park and to hear questions or concerns regarding this from the general public.

Council members present were Mayor Hitchcock, VanEngelenburg, Duncan, Wichmann and Reindal. City staff present were Newman and Scholten. Also present were two members from the Alden-Conger School board, Tammy Williams, Cheryl Reynolds, and Kory Newman.

Mayor Hitchcock called the hearing to order at 7:00 PM. He gave a brief summary of the current situation and what has been discussed between the City and the Alden-Conger school. The summary included the interest of the school wanting to update and use the softball field at North Park. Many questions were asked regarding if and how facilities would be updated, who will be in charge of maintenance at North Park, among many other questions.

The council then decided to schedule a Special Meeting for Tuesday, July 30<sup>th</sup>, 2019 to further discuss the subject.

Motion by VanEngelenburg, second by Wichmann and carried with none opposed, to adjourn at 7:40 PM.

## PROCEEDINGS SPECIAL COUNCIL MEETING

July 30<sup>th</sup>, 2019

The Alden City Council met at 7:00 PM on Tuesday, July 30<sup>th</sup>, 2019 for the purpose of discussing the possibility of going into a lease agreement with the Alden-Conger School District for improving and use of North Park.

Council members present were Mayor Hitchcock, VanEngelenburg, Duncan, Wichmann and Reindal. City staff present was Scholten. Also present were Superintendent Brian Shanks and City Attorney Abby Leach.

Mayor Hitchcock called the meeting to order at 7:00 PM. He gave a brief summary of the current situation and what has been discussed between the City and the Alden-Conger school. The summary included the interest of the school wanting to update and use the softball field at North Park.

There was discussion regarding the current condition of the softball field and bathrooms, as well as updates that would be needed for those facilities.

City Attorney Leach expressed to the council her concerns regarding liability and insurance for the proposed project. She explained the agreement would need to be approved by the League of MN Cities Insurance Trust before the City and School Board could officially approve and adopt the agreement.

There was also discussion on how the improvement project would be paid for.

After lengthy discussion, it was decided Mayor Hitchcock would meet with the City's insurance agent and Superintendent Shanks would look more into the financial situation of the project. The council decided they would table the topic until more information has been gathered

Motion by Duncan, second by Wichmann and carried with none opposed, to adjourn at 8:30 PM.

## PROCEEDINGS SPECIAL COUNCIL MEETING

August 8<sup>th</sup>, 2019

The Alden City Council met for a Special Meeting at 11:00 AM on Thursday, August 8<sup>th</sup>, 2019 for the purpose of discussing North Park Improvements and the City Clerk-Treasurer position.

Council members present were Mayor Hitchcock, Duncan, and Reindal. VanEngelenburg and Wichmann were absent. Scholten was the only City Staff member present.

Mayor Hitchcock called the meeting to order at 11:00 AM.

Mayor Hitchcock gave a brief summary of the status regarding the North Park Improvement Project.

Motion by Reindal, second by Duncan and carried with none opposed, for the City of Alden to partner with Alden-Conger Independent School District 242 for improving North Park facilities.

Motion by Duncan, second by Reindal and carried with none opposed, to approve and accept the construction estimate by "Stone Werx Landscape Artists" for improvements to North Park softball facilities in the amount of \$89,263.45.

Motion by Reindal, second by Duncan and carried with none opposed, to allow "Stone Werx Landscape Artists" to being improvement work of North Park facilities.

Motion by Duncan, second by Reindal and carried with none opposed, to approve the resignation of Lexi Scholten, City Clerk-Treasurer, with August 16<sup>th</sup>, 2019 as her final day of employment with the City of Alden.

The council then discussed how to proceed with filling Scholten's position. The council decided to begin posting for the position, then to discuss the process further at the August Regular Council Meeting.

Motion by Reindal, second by Duncan and carried with none opposed, to post vacancy of the Alden City Clerk-Treasurer position from August 8<sup>th</sup>, 2019 to August 26<sup>th</sup>, 2019.

Motion by Duncan, second by Reindal and carried with none opposed, to adjourn at 11:12 AM.