

## JASPER CITY COUNCIL MINUTES

Regular Meeting – June 9, 2015

The Jasper City Council of the City of Jasper met in said city, June 9, 2015 at the Jasper City Office. Council members present: Mayor Mike Baustian, Lisa Rodman, Pete Johnson, Karen Damman & Jeff Leslie; Employees present; Clerk-Treasurer Cortney Kounkel, Assistant Clerk-Treasurer Stella Lingen, Public Works Superintendent Brian Thode; *Jasper Journal's* Kyle Kuphal; Others in attendance: Shirley Skoor, Cindy Baustian, Kim Lape & Bernie Hubner;

Mayor Baustian called the meeting to order, followed by the Pledge of Allegiance;

Community Concerns:

-The Wellness Center Committee was present to discuss plans for the space that will be rented from Brian Persing. The Paintin' Place submitted a successful bid for paint, primer and labor for a total of \$790.75. The walls will need washing before priming and painting. The paneling will remain as it would be too costly to remove at this time. Carpet will be purchased and installed by Pipestone Interiors. Mylar window treatments will be applied to front window by Measures by Designs. The Wellness Center Committee is hoping to incorporate the Quartzier Man in the design of the Mylar. Persing is content with the changes that the committee is making. Utilities will also be included with the rent paid to Persing. The committee hopes to have an open house the weekend of Quartzier Days to allow tours and gain interest. Motion to accept changes made by the Wellness Center Committee, Damman motioned to accept the proposed changes, Rodman seconded, all ayes, motion carried.

-Bernie Hubner was present to inquire about the council's decision regarding removing the sidewalk on the east side of his property. The council would like to receive bids on the removal and replacement of the sidewalk as they would like to establish a program that will assist property owners in the future. The proposed program will share the cost of removal and replacement between the home owner and the city. Johnson mentioned that the program will need specific guidelines as a person living in the middle of a block may not have the opportunity to remove their sidewalk.

Review & approve the minutes from Regular Meeting, May 19<sup>th</sup>, Baustian stated that he is not allowed to second any decisions as it was written in minutes. Advised Kounkel to listen to recording to determine who seconded. Leslie motioned to accept the minutes with Baustian's mentioned correction, Rodman seconded, all ayes, motion carried;

Review & approved the May Claims to date: Johnson motioned to approve May claims, Damman seconded. All ayes, motion carried;

Delinquent Sewer/Water/Garbage account report: Lingen reported that 1 account promised to pay on June 3<sup>rd</sup> but has not as of this time. Another account is paying a smaller amount but is not covering the entire bill, 2 accounts have utilities turned off and are only be charged the minimum of \$54.99. Based on previous years, the amounts will go on the taxes next year. Lingen is holding on to one bill until the person account becomes unfrozen;

The aforementioned minutes have been drafted for approval.

## New Business:

-Review of Chapter 3 Ordinances tabled until next council meeting;

-Discussed implementing a one-time fee for animal permits was discussed as other surrounding cities have this applied. The resident will be required to license their animal annually but will only be obligated to pay a one-time fee. Currently there are 37 dogs/cats registered to 25 residents, however, the population of animals far exceeds this amount. The council mentioned that this is a good way to keep track of the animals within City limits. The license fee will remain intact with a \$5 late charge applied to anyone registering their animals for the year after this date;

-Review of Updated Committee list was discussed as the Fitness Center will need to be added. Fitness Center Committee Members include Mike Baustian, Karen Damman, Cindi Baustian, Shirley Skoor and Kim Lape. Kounkel will look in previous minutes to determine who is on the Zoning Committee as they have not met since 2011;

-The Council reviewed changes made to Chapter 2 Ordinances as discussed at last month's Council meeting. Rodman motioned to accept the changes to the Chapter 2 Ordinances, Johnson seconded, all ayes, motion carried. Kounkel will give each council member a new Ordinance Book once updates are made throughout the year;

-Matt Taubert was present to review the 2014 Audit. Taubert reviewed the Independent Auditor's Report with the Council and issued a clean opinion. Taubert then reviewed the activities of the General Fund. FEMA aid of \$23,640.00 was not budgeted for and expenditures were decreased. The General Budget was over budget by \$3,883 which was almost a carbon copy of last year. The Ambulance was \$783 under budget. The Fire Department was also under budget by \$14,886. Total Public Safety was under budget by \$15,669. The Street Fund was under budget by \$39,911 but with the upcoming seal coating this number will change next year. Total miscellaneous expenditures were under budget by \$101,031. Excess revenues totaled \$162,663 which was a \$161,138 increase from the \$1525 proposed budget amount. The Quarry Festival Fund received \$5333 more revenues than budgeted. The Ambulance revenues were increased by \$11,971 and excess revenues were forwarded by \$17,474. The Debt Service Fund's street assessment will be paid off in 2019 and the water fund will be paid off in 2024. The water fund had an operating loss of \$20,633 so rates will have to be watched closely. The depreciation on the automated readers are part of the depreciation expense. Taubert stated there will be an increase in depreciation if we add more readers. The Sewer Fund ballooned with the Insurance Proceeds of \$35,660. Without the Insurance Proceeds the Sewer Fund was only increased by about \$3600. There was a \$5000 overall loss when the Water and Sewer Funds were added together. Taubert also reviewed the Garbage Fund and Sunrise Village Fund.

-Kounkel advised the council that she spoke with Ben Denton regarding the liquor license for Brian Persing's restaurant. Denton advised Kounkel to speak with the church prior to changing the ordinance and see if they will approve the sale of liquor within 100 feet of their property. If they are in favor, the church is to write a letter stating so.

-The Wellness Center was again mentioned. The Wellness Center will be sponsoring the water, fruit and granola bars for the Quarry Festival 5k run. There will also be flyers advertising the new fitness center

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with a \$5 off membership coupon included. Kounkel contacted Matt Taubert regarding setting up a fund for the Fitness Center. Taubert stated that Sally would be able to set up the account for us if Kounkel needed assistance. Kounkel also contacted Jerry Brockberg about insurance for the Fitness Center. Brockberg stated that there will be no additional charges initially to add the Center to the Cities insurance and it will be covered under the liability insurance.

-FYI: Only 13 free yard waste tags have been claimed as of meeting date.

-Chapter 3 and Chapter 6 Ordinances will be reviewed at next council meeting.

Old Business:

-Magnets were disbursed up to account #125. Kounkel will look into ordering 500 more. Damman motioned to accept the purchase of 500 magnets, Rodman seconded, all ayes. Motion carried.

PUBLIC WORKS REPORT:

-3 Land Use Permits were authorized during May. Terry Rodman for the building located at 208 Burr Ave N., Jennifer Wipf to construct a deck at 308 8<sup>th</sup> St. E., and Mark Stromberg for a mudroom addition at 220 8<sup>th</sup> St. E;

-Asphalt patching on 8<sup>th</sup> Street was discussed. Baustian had agreed to share the cost of the patching in front of his shop on 8<sup>th</sup> Street. The City will pay for 4" of asphalt while Baustian will pay for the additional 2" of asphalt. The Cities portion for that area is \$4,677 while Baustian's is \$2338. The area on 4<sup>th</sup> Street near Hwy. 23 will cost approximately \$7338.00 which includes the area on 8<sup>th</sup> Street. The section on 3<sup>rd</sup> Street across from the City Park will be a large job. The area is approximately 24' x 58'. This area will also have an additional 2" poured. Motion by Leslie to accept cost share among the City and Baustian, Rodman seconded, all ayes, so motion was carried;

-The seal coat bid was accepted from Caldwell. Their bid came in \$14,000 under the bid from Morris. The seal coat will be applied to all paved roads within City limits the end of August.

-Otten Exteriors is almost done with shingling all buildings. They were finishing up on the Marilyn DeBates Park shelter today. They still need to complete the small shop shed.

-Thode mentioned that the street signs on Main Street, primarily the "No Skateboarding" and "No Bicycles" signs are in poor shape. Thode mentioned that there is currently not an issue with either being used on the sidewalk. After discussion it was decided that there was no longer a need for the signs.

-There was a water issue at the ballfields this past weekend. Someone had left the water running and used 16,000 gallons of water over the weekend.

-The City of Ihlen has requested Jasper to spray their town for mosquitoes. Thode has agreed to this as he has done in previous years.

ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

Next council meeting is July 14, 2015 @ 7:00 p.m.

The aforementioned minutes have been drafted for approval.

Leslie motioned to adjourn, Rodman seconded. All ayes, motion carried.

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Cortney Kounkel, Clerk-Treasurer

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Mike Baustian, Mayor

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