

## JASPER CITY COUNCIL MINUTES

Regular Meeting – September 13, 2016

The Jasper City Council of the City of Jasper met in said city, September 13, 2016 at the Jasper City Office. Council members present: Mayor, Mike Baustian, Kim Lape, 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; Quentin Johnson; Community members: Gary Overgaard, Kristine Persing, Elicia Kortus, Bob Quissell, Randy Larson, Mike & Chuck Ludolph;

Mayor Baustian called the meeting to order followed by the pledge of allegiance;

Kounkel administered the Official Oath of Office to Kim Lape;

Community Concerns:

Gary Overgaard was present to inform the Council that he is running for a County Commissioner Seat in District 1 within Rock County. Overgaard wanted the council to correlate a face with a name and offered to come to Council meetings at least annually if elected. Overgaard expressed that Jasper “would not be forgotten”. Overgaards territory would cover 6 townships and 3 cities;

Mike Ludolph was present to ask if the city would consider renting him a building to store his buses through the current school year. The shop directly across from the new public works shop would be ideal for now. Ludolph will take care of the electricity as this is the only utility to the building. The Council will let Ludolph know within 10 days;

Elicia Kortus was present to address the Council on Reclaimed Communities efforts to restore the old school. Kortus said the group is having difficulties obtaining liability insurance and grants that are available on the city level. Kortus proposed “gifting” the school to the city, however, the committee would still be part of the day-to-day operations and renovations. Kortus explained that the City of Luverne was gifted the Palace Theater due to the same issues. She would like the Council to consider her request;

Kristine Persing was present to address the council regarding changing the license for Brian’s 19<sup>th</sup> Hole BBQ Pit. Persing would like to see heavy beer and wine sold there. The biggest complaint the restaurant is receiving is their lack of alcoholic beverages. Kounkel will contact the Alcohol and Gambling Enforcement. Item tabled until next meeting;

Motion by Johnson, second by Damman to approve the minutes from the Public Hearing regarding MN Statute 462-3593 from August 9, 2016, all ayes;

Motion by Damman, second by Leslie to approve the Public Hearing regarding Fence Regulations in Residential Settings from August 9, 2016, all ayes;

Motion by Damman, second by Johnson to approve the minutes from the Regular Meeting on August 9, 2016, all ayes;

The aforementioned minutes have been drafted for approval.

Review and approve the August Claims to date: City of Pipestone, Paint Parking Lines/Curbs, \$653.00; Fuller Paving, Asphalt, \$17,943.80; Heiman, Inc. Fire Dept. Gear, \$6,960.44; Double D Gravel, Water Leaks/Fire Hydrant, Curb Stop Repair, \$3,839.47, League of MN Cities Insurance Trust, Final Audit, \$4,095.00; MEMSA, Amb Training, \$1,140.00; Motion by Johnson, second by Damman to approve the August claims, all ayes;

Receipts noted: Jasper Rural Fire Dept., ½ EMS Building Payment, \$6,349.00; SW/WC, Annual Insurance Settlement, \$3,180.51;

The delinquent Sewer/Water/Garbage accounts were discussed. The Cold Weather Rule was discussed. Kounkel will contact Ben Denton to determine if the city is able to turn resident's water off from October 15 to April 15 due to non-payment. If this is allowed, the council will address at the next meeting;

Wellness Center:

The air conditioner unit has not been working for the past month. According to the property owner, the air conditioner unit is not able to keep up and will be replaced at some time. The Council would like a letter sent to the property owner asking for a timeline on when this will be fixed and if this will be an issue this coming winter;

NEW BUSINESS:

Bob Quissell from Peoples Bank was present to address the council on placing a basketball court at the city park where the current volleyball court is located. Peoples Bank offers a program to their employees where they are given \$500.00 and may donate those funds to wherever the employee seems fit. Six employees are willing to donate their \$500.00 portion to the construction of the basketball court. Quissell plans on approaching the Lions Club to see if they would be willing to donate as well. Motion by Lape, second by Damman to pay 1/3 of the cost of the basketball court if the approved contractor has proper insurance, all ayes, carried;

A sump pump located on 6<sup>th</sup> Street has been omitting tons of water which has been creating sludge near the curb. Thode has spoken with this property owner before regarding this issue and will address it again;

Bauman Hall's purchase agreement from 2011 was included in the Council's packet due to a conversation last month regarding the structural stability provisions given. Kounkel will send the property owner a letter detailing the provisions and asking where he is at with this project;

The 2017 Police Contract was presented with a 3% increase from last year. Motion by Damman, second by Leslie to accept the Pipestone County Sheriff's Office's contract for 2017, all ayes, carried;

An individual is interested in opening a pawn shop on Wall Street within the next couple of months. The individual is currently working with the State of MN to get his pawnbrokers license and plans on attending a council meeting this winter to update the council on his progress. Kounkel is working on an ordinance with the help of Ben Denton regarding Pawn Shop regulations ;

The aforementioned minutes have been drafted for approval.

FYI: Insurance premiums will be increased by 6% this coming year;

FYI: USDA Rural Development Compliance Review Visit form was presented. By January 1, 2017, the Emergency Response Plan and Vulnerability Assessment Plan need to be updated. A Conflict of Interest Policy and a Limited English Proficiency Plan will also be implemented;

OLD BUSINESS:

Alliance Communication's Easement Request was discussed briefly. A motion was made by Johnson to accept Alliance Communications Easement Request, second by Damman, all ayes, carried;

PUBLIC WORKS REPORT:

Land use permits were issued to Jeff Carstensen, 400 8<sup>th</sup> St E, to install a garage; Randy Raak, 108 6<sup>th</sup> St W, to build a deck/porch; Lloyd Thompson, 215 Wall St E, to add to the deck/porch; Deb Pantekoek, 221 2<sup>nd</sup> St E, to install a fence;

Discussion was raised on what available space the public works department would have if it rented a building to Ludolph Bus Service. The shop across from the new public works building is large enough to house buses. Thode said he could get by for a year without the building but would like to keep it for future storage as there is not enough room in the new shop. It will also take time to move articles from the shop. The Public Works Committee will decide on a fair price for rent and get back to Ludolph.

Thode also mentioned that heat is needed in the new shop. He will contact some local heating & cooling companies and get quotes;

ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

Budget meeting will be scheduled for Thursday, September 15<sup>th</sup>, 2016 at 7:00 p.m. A final budget meeting will take place on Tuesday, September 20<sup>th</sup>, 2016 @ 7:00 p.m.

Matt Taubert was here to present the 2015 Audit. Taubert offered the Basis for Qualified Opinion and stated based off of the information, a clean opinion is given. Close to \$100,000.00 was received from insurance rebates/proceeds. Expenditures from the General Fund was discussed as well as Capital Outlay. An increase in revenue of \$73,219.00 went forward ending with the balance of \$965,945.00. Average amount should be under \$500,000.00. The Public Works Fund will need a transfer in from the General Fund before 12-31-16. The Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other matters based on the audit was reviewed with the Council as well. Overall, the city is in good standing;

Upcoming Meetings: Thursday, September 15<sup>th</sup> @ 7:00 p.m. for a budget meeting; Tuesday, September 20<sup>th</sup> @ 7:00 p.m. to finalize the budget;

Damman motioned to adjourn, Leslie second. All ayes, meeting adjourned.

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Cortney Kounkel, Clerk-Treasurer

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Mike Baustian, Mayor

The aforementioned minutes have been drafted for approval.