

JASPER CITY COUNCIL MINUTES

Regular Meeting – January 9, 2018;

The Jasper City Council of the City of Jasper met in said city, January 9, 2018 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;

Mayor Baustian called the regular meeting to order 7:00 p.m. followed by the pledge of allegiance;

Opening of the Sealed Park Shelter Bids occurred immediately following the opening of the meeting. Bids were received from Chris Loll Construction, Kurt Jandl Construction and Hawes All Construction. All bids were almost identical in material cost, layout and plumbing work. Kurt Jandl Construction came in with the highest bid of \$92,126.00; followed by Loll Construction at \$91,045.00; with the lowest bid coming from Hawes All Construction at \$89,355.97. The demolition of the old picnic shelter was not included in the bid from Loll Construction. The park committee will begin soliciting donations for the remaining portion of park shelter. Approximately \$42,000.00 is put away for the construction of the new shelter already. The old park shelter needs to be removed. Motion by Lape, second by Damman to accept the bid in the amount of \$89,355.97 from Hawes All Construction, all ayes, carried;

Community Concerns:

No residents were in attendance for community concerns;

Motion by Johnson, second by Damman to approve the minutes from the Regular Meeting on December 12, 2017, all ayes.

Review and approve the December Claims to date: TE Underground, Hook-up Miller Property, \$899.00; Meulebroeck, Taubert & Co., PLLP, Audit for City & Sunrise Village, \$5,770.00; Jasper Sunrise Village, 2017 P/C Dividend, \$1,611.36; USDA/Rural Development, Water Improvements Loan, \$29,450.00; Peoples Bank, End of the Year Transfer, \$250,000.00; Jasper Fire Department Relief Association, State Fire Aid, \$18,694.53. The cost of hooking up water service at Miller's property will be billed to the property owner. Motion by Damman, second by Leslie to approve the December claims to date, all ayes, carried;

Receipts noted: Pipestone Co. Treasurer, 11/17 Distribution, \$50,680.16; Rock Co. Treasurer, 11/17 Distribution, \$41,597.05; League of MN Cities, P/C Dividend, \$3,357.00 (1,611.36 to Sunrise); Jasper Sunrise Village, Reimb. 30% Audit Fees/Worker's Comp/ P/C Insurance, \$12,214.74; Jasper Town Homes, 30% Audit Fees/Worker's Comp, P/C Insurance, \$12,214.74; Minnesota Management & Budget, ½ LGA, Small City Assist, MV Credit-Ag, PERA Rate Increase, \$110,696.28;

Quarterly/End of the Year Financial Reports were distributed for the Council to review;

FOR 2018:

Motion by Lape, second by Damman to appoint Johnson as Acting Mayor for 2018, all ayes, carried;

The aforementioned minutes have been drafted for approval.

Motion by Johnson, second by Damman to approve Committees as previously appointed, all ayes, carried;

Motion by Damman, second by Leslie to appoint the Jasper Journal as the official city newspaper, all ayes, carried;

Motion by Damman, second by Johnson to designate Peoples Bank as the official depository, all ayes, carried;

Motion by Lape, second by Damman to approve the 2018 IRS rate for mileage reimbursement at \$0.545/mile, up \$0.01 from 2017, all ayes, carried;

The Fee Schedule was presented to the Council. Motion by Damman, second by Lape to publish the 2018 Fee Schedule after visiting with Thode regarding some figures, all ayes, carried;

DELINQUENT SEWER/WATER/GARBAGE:

The delinquent sewer, water and garbage report was discussed with the council.

Lingen informed the council that there were 14 burials in 2017, 5 of which were cremains;

The Jasper Area United Fund sent \$100.00 to a former Jasper resident due to the loss of her husband;

WELLNESS CENTER/QCC:

The 2017 Annual membership graph for the Wellness Center was presented to the council. Since the move to the QCC, memberships have increased to over 100;

The Pipestone Ewert Center has a Free-Motion Treadmill for sale and has given the Wellness Center the opportunity to purchase it. The Free-Motion Treadmill goes for \$7,000-\$8,000 new while a trade-in goes for \$3,000. The Pipestone Ewert Center is willing to sell the machine for \$350.00. Thode mentioned the treadmill with the incline issues could be moved out and used for parts. Motion by Lape, second by Damman to purchase the Free-Motion Treadmill from the Pipestone Ewert Center for \$350.00, all ayes, carried. Thode and DeSchepper will pick up the machine;

A thermostat box was installed in the Wellness Center as many complaints have been fielded regarding the temperature in the room;

NEW BUSINESS:

-Brian Persing has elected to not renew his Wine License for Brian's 19th Hole BBQ Pit. The forms were completed and payment was received for the license. However, Persing informed Kounkel that the liquor liability insurance was canceled prior to filling out the application and he was no longer interested in the wine license. Kounkel then contacted Alcohol & Gambling Enforcement who immediately cancelled the license. Persing has not renewed his food license at this time either but continues to be open on the weekends. It was discussed that the wine license fee can be returned to Persing; however, Kounkel will explain to Persing that the fee may be applied to his water bill to avoid disconnection of services;

The aforementioned minutes have been drafted for approval.

The Jasper Volunteer Fire Department has not had a wage increase since 2006. Currently, members are receiving \$7.50 per hour for attendance at meetings, trainings and fire calls. Kounkel contacted other Minnesota cities with populations around 650. A spreadsheet showing pay was presented to the council. Motion by Damman, second by Lape to increase the Jasper Volunteer Fire Department pay to \$10 per hour for meetings, trainings and fire calls, all ayes, carried. Abstain: Leslie and Johnson;

OLD BUSINESS:

The Emergency Response Plan for Water and Wastewater was presented to the council for approval. Motion by Damman, second by Lape to approve the Emergency Response Plan for Water, all ayes, carried. Motion by Lape, second by Damman to approve the Emergency Response Plan for Wastewater, all ayes, carried;

PUBLIC WORKS REPORT:

No land use permits were issued during the month of December;

Christmas décor will be on sale in February. The council should consider purchasing décor that can be placed on the ground near the boy scouts area. Thode will look into pricing for the next council meeting.

The street light by Houg's Service Station was recently changed to a LED light. The light is not as bright but will last longer;

Xcel Energy replaced light poles around town. The poles located near the intersection of 8th Street & Hwy. 23 and 10th Street and Hwy. 23, had the outlet boxes positioned too high on the pole to plug in the Christmas décor. According to Eric Pauli, Xcel Energy Community Relations Manager, there may be legislation passed in the future that will prohibit entities, including cities, from putting property on light poles owned by Xcel Energy. This may be due to the increase in requests to place cell towers on light poles. If this does not pass, Thode will contact Olsen Electric to reposition the outlet boxes on those two poles;

The plow truck is in Lismore receiving a DOT inspection;

Thode mentioned that the street lights in Jasper are aging and would like to look into pricing for replacing the ones on Wall Street;

ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

Bob Pazdernik, Local Assessor, has recently retired from his position. Erik Skogquist will be taking over the entire city. The payment that was split between Bob and Erik will not be paid entirely to Erik;

Upcoming Meetings:

With snow in the upcoming forecast, employee reviews will be postponed until Tuesday, February 6, 2018. The council will meet at 5:30 p.m. to review evaluation forms. Employees will start arriving at 6:30 p.m. in 15 minute increments; last evaluation will be at 7:15 p.m.;

The aforementioned minutes have been drafted for approval.

Lape mentioned that each employee should fill out self-evaluation forms so the council can get an idea of how the employees respond to their jobs. Lape will forward the form to Kounkel;

The Rural Fire Board meeting is scheduled for Saturday, January 20, 2018. Lape will attend the meeting. Approval for the Jasper Volunteer Fire Department wage increase will need to be approved by the Rural Fire Board as well;

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

Cortney Kounkel, Clerk-Treasurer

Mike Baustian, Mayor