

JASPER CITY COUNCIL MEETING

Regular meeting May 13, 2014, Mayor Nath called the regular meeting to order at 7 pm; followed by the Pledge of Allegiance.

The Jasper Council of the City of Jasper met in said city May 13, 2014 at the Jasper City Office. Council members present were: Mayor Les Nath, council members: Lisa Rodman, Pete Johnson, Mike Baustian & Glenn Bolkema. Absent: none. Employees present: Ass't Clerk Treasurer Stella Lingen; Clerk-Treasurer Terri Ryan & Public Works Superintendent Brian Thode. Also present: *Jasper Journal's* Mavis Fodness, Quentin Johnson, Ron & Carol Dengler.

COMMUNITY CONCERNS:

-Ron & Carol Dengler received the City of Jasper's attorney Ben Denton's letter regarding the steel posts that their neighbor is adding the posts to mark his property again & were not satisfied with the letter. The Dengler's would like the council to make an ordinance to only mark the property line 4 corners, the council believes that the post's that currently mark the property would be grandfathered in. The Dengler's have been called names, the posts started showing up after the dumpster was mistakenly placed on the other residents property. Ryan to contact city attorney on this issue.

Motion by Johnson & seconded by Rodman to approve the minutes from Regular Meeting April 8, 2014, all ayes, motion carried; Motion by Johnson, seconded by Rodman to approve the Special Meeting Board of Appeal & Equalization Public Hearing on April 10, 2014. All ayes, motion carried.

Motion by Baustian, seconded by Johnson to approve the April claims to date: Double D Gravel, \$1949.46, repair water lines; Ben Denton, \$622.65, legal fees; Pazdernik & Skogquist, \$950 ea., 1/2/Partial payment assessment fee; League of MN Cities, \$123, Volunteer Accident Plan;

DELINQUENT SEWER/GARBAGE/WATER REPORT: Lingen reported to the council that there were 3 residents; the council agreed that hanging signs on their doors & giving the 3 residents until Thursday or their water will be shut off probably until Monday. Motion by Baustian, seconded by Bolkema. All ayes, motion carried.

NEW BUSINESS:

-Sign & pass RESOLUTION 14-133 Rock Co. MN Joint Power Agreements & paperwork. Ryan informed the council that city attorney Denton approved signing the paperwork; Motion by Bolkema, seconded by Baustian. All ayes, motion carried;

-Approve R. Haase permanent disconnection request, Haase wants to disconnect because he does not want to pay the monthly bill, motion by Bolkema, seconded by Baustian to approve the disconnect, Thode brought to the attention to the council that Haase has scratched out the word permanent on the letter part of the form. Bolkema rescinded his motion to approve, Ryan to contact Denton & send another form;

-Notice of rate increase from Lincoln-Pipestone Rural water effective June 1, 2014 from \$2.10/per 1,000 gallons to \$2.20 per/thousand gallons;

- Matt Taubert from Meulebroeck, Talbert & Co. will be here next council meeting June 10 @ 7:15 pm to present the council with the 2013 city audit;
- Residents of Jasper have been meeting weekdays in Memorial Hall meeting room since the closure of Jasper Lanes for a coffee group from 7:30 am-10:30 am, Dick Lingen is in charge of the key. Lingen informed the council that she is in charge of the funds collected & the group could in the future give the city some funds to cover the electricity. Nath stated that this was not forever;
- The Jasper Volunteer Fire Dept. requested approval from the council to add Mark Raymond to the roster; Mark's training is current as to a transfer. Motion by Bolkema, seconded by Baustian to approve the request to add Mark, Johnson abstained from the vote as to being on the fire department & that 2 more firefighters are needed. All ayes, motion carried;
- Cathy Rogers from the Pipestone Area Schools would like to use the park this summer, Monday through Friday from June 9-August 15 to deliver meals to the kids in Jasper 9 (under 18) from 11:30 am- 12:30 pm;
- The City website was discussed, Nath questioned Rodman if the website was ready, Rodman informed the council that it was not very far in the makings. Nath explained to the council that Sunrise Village is working on their new website with Pipestone Publishing as it was close to Jasper if any problems would need to be fixed, etc. Motion by Rodman, seconded by Johnson for Ryan to get prices from Pipestone Publishing on a city website;
- FYI-Ryan would like to distribute the Consumer Confidence Water report the water bills at the end of this month instead of waiting until the July 1 newsletter for the resident's;

OLD BUSINESS:

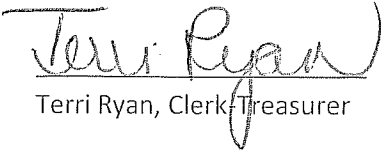
- Letter from the City Attorney Benjamin Denton to resident regarding the steel fence posts on his property line, which was discussed in community concerns;
- Ryan attended her third year at MN Municipal Clerks Institute, April 28-May 2, 2014; the presentation of the attendance plaque will be in Redwing, MN in March of 2015;
- Clean up letters were mailed to the residents from the city council drive through. Ryan questioned the council on one property to have the Sheriff's office deliver a letter to clean up the property as has not been done in past years, the council agreed;


PUBLIC WORKS REPORT:

- a) Wipf permit to add a fence to their property;
- b) Cleanup Days: Thode explained to the council that the white goods dealer needs to be licensed in the State of Minnesota & questioned the council if residents should take their white goods to Pipestone Recycling on Wednesday's. The council would like a copy of the white goods ad from Pipestone to be added to the water bills;
- c) Thode informed the council that he received the new mower last week;
- d) Meter upgrade update: Thode informed the council that they were here last Thursday & he is waiting for the other guy to show up & this has been dragging out;
- e) Items Brian wants to add to the agenda; 1) Thode stated that the De-Icer was here last week;

- 2) Thode received bids for electricity at the park for the pole down to the caisson building. Motion by Baustian, seconded by Rodman to finish the caisson building with electricity with Olsen Electric from Ihlen for \$2,050. All ayes, motion carried;
- 3) Ryan & Thode received a phone call from a resident's adult child regarding the street by the park, Thode informed the council that it was discussed with a different council & was too expensive to dig the street & add to the residents' street assessment. The street has the springs underneath; the person would not identify himself & was using offensive language;
- 4) Thode informed the council that a resident took a yard waste key & tried to make a copy of the key. The council agreed to change the lock on the gate, also the council would like for the residents to sign for the key along with their phone number with the information that they agree not to duplicate, share & that it was for yard waste only. If a resident is caught with any of the 3 items they will have their privileges to the yard waste site provoked for a year.

Motion by Johnson, seconded by Rodman to adjourn the regular meeting. All ayes, motion carried.


Terri Ryan, Clerk-Treasurer


Les Nath, Mayor

Closed Session was opened after the Regular Meeting on May 13, 2014.

Mayor Nath opened the closed session for the purpose of making a sealed bid on the City of Pipestone's 1990 F-800 5.9 Cummins, 4 speed automatic SRECO Sewer Jetter Truck with approximately 23 hours & 6200 miles. Thode informed the council the truck would be stored in the heated old ambulance building; Thode would remove and get rid of the old trash pump & old jetter. The pump on this truck was rebuilt in the last month or so. Thode stated that the city budget for jetting the streets for the years 2011-2014 the money has not been used to jet the streets (approx.. \$10,000); the last time the streets were jetted was in 2010.

Friday, May 16th @ 5 pm was the deadline for the sealed bids.

Thode discussed that if the city does not win the bid for the jetter truck that the City of Pipestone just bought a new one, the only bad part is that we have to wait for Pipestone employee & our public works can do the jetting when needed.

Each council member wrote down their thoughts for the bids & was divided by the 5 totals. The sealed bid to the City of Pipestone for the jetter truck was \$12,537.17. Ryan to deliver the bid to the City of Pipestone on Wednesday, May 14, 2014.

Motion by Johnson, seconded by Rodman to adjourn the closed session.


Terri Ryan, Clerk-Treasurer


Les-Nath, Mayor

Jasper City Council Meeting

Regular meeting June 10, 2014, Mayor Nath called the regular meeting to order at 7 pm; followed by the Pledge of Allegiance.

The Jasper Council of the City of Jasper met in said city June 10, 2014 at the Jasper City Office. Council members present were: Mayor Les Nath, council members: Lisa Rodman, Pete Johnson & Mike Baustian. Absent: Glenn Bolkema. Employees present: Ass't Clerk-Treasurer Stella Lingen, Clerk-Treasurer Terri Ryan & Public Works Superintendent Brian Thode. Also present: *Jasper Journal's* Mavis Fodness, Director of *Jasper Sunrise Village* Laurie Ykema & City of Jasper Auditor Matt Taubert.

COMMUNITY CONCERNS: No residents were in attendance. Thode informed the council that the house with the posts has been sold.

Review & approve the minutes from Regular Meeting on May 13, 2014. Motion by Rodman, seconded by Johnson to approve. All ayes, motion carried.

Review & approve the June claims to date: Heiman Inc., \$951.65, Pop can defragmentation deflector; Lacey Hubers, \$774, Quartziter Purchase Cotton Candy Machine; Pipestone Co. Med. Ctr., \$1,045, Fire Dept. Health Screenings; Visa, \$2,841, De-Icer; City of Pipestone, \$12,537.17, Jetter Truck; Carolan Rental & Fun Co; \$640.88, Quart. Inflatables. Motion by Rodman, seconded by Baustian to approve the claims to date except Heiman Inc. for \$951.65 until further explanation on the Pop Can defragmentation deflector. All ayes, motion carried.

DELINQUENT SEWER/WATER/GARBAGE REPORT: The council discussed a couple of residents on the list. Lingen checked with last year's Election judges all have agreed to work on Election Day. Lingen informed the council that the training was July 28 & August 4 with the accuracy test of the machines on July 30, 2014.

7:15 pm – Public Hearing Variance for Mike Baustian to build an addition to his current property building at 114 W. 8th St. in Jasper. No residents were in attendance to attest the addition. Baustian is adding 52' on the east side x 80' for extra space & storage. Motion by Johnson, seconded by Rodman, Baustian abstained from the vote. All ayes, motion carried.

Laurie Ykema/Director of Sunrise Village & Townhomes updated the council that Sunrise is on their 18th year, opened in 1996. Currently Sunrise Village has 20 rooms filled & 2 coming next week, their budget. Ykema also stated that some of the carpeting is being replaced, tuck pointing has been done, also last year update their phone at \$15,000. Ykema informed the council that there are 16 staff members. The board members are: David Smith, Les Nath, Kris Rodman, Jerry Tower, Glenn Bolkema, Sandy Moose & Becky Foster. Rose Villa started in 2001 (13 years) & Split Rock Townhomes started in 2003 (11 years). 1 unit is empty. Jasper Sunrise Village now has a website & Facebook page. Ykema also stated that insurance & food bills are going up.

Matt Taubert from Meulebroeck, Taubert & Co., PLLP auditors attending to present the City Council with the Independent Auditor's Report for the City of Jasper for the year ending December 31, 2013. Taubert commented on the new Government Auditing Standards, which no changes just the name. Taubert praised the council on their time spent preparing the budget & finances. The general fund began with a revenue balance of \$638,717 ending with \$759,215. The street fund has been building for the upcoming sealcoat project. The winter leaks were up as the same as other cities with the same of freezing lines. Taubert suggested to the council to transfer funds to the Public Work Fund as the plow truck purchase affected the budget. Taubert talked about the Debt Service Fund in 5 years at the end of 2019 will be complete. Taubert stated that the findings are the same as previous years as to lack of personnel to prepare financial statements & the lack of segregation of duties, Taubert encouraged council members to ask the questions at meetings as was done earlier in the meeting with the accounts payable of one payment. Taubert said that Sunrise needed the maintaining that they were doing to the carpet, etc. Taubert informed the council that no incidents were reported on the compliance. LGA put the city over with too much into the bank account with the lack of collateral. Taubert to send the audit to the state.

NEW BUSINESS:

- Permanent Sewer/Water Disconnection for Oscar Iverson Legion home. Motion by Baustian, seconded by Johnson, all ayes, motion carried. It is up to the legion to let the city know when to shut off the services;
- City Council & employees to purchase a tree to plant at Sunrise Village in memory of JoAnne Luehmann. Motion by Nath, seconded by Johnson to approve;
- The Public Works Committee Meeting to meet (Pete, Mike & Brian) set for June 17th at 7 pm;
- Ilene DeBates wanted the council to check into paying the snow removal for the post office with PayPal, the council discussed & will be adding the charged to the water bill, will need to check with Ilene to see if this will work;

OLD BUSINESS:

- Kelli Velde from Pipestone Publishing Co. is working on an example of a new website for the city, Ryan emailed an example to the council members to view, the council okayed to go ahead & keep working on the site;
- Ryan talked with city attorney Ben Denton, mail the permanent disconnect back to Haase & to have him initial that he knows about the charges will be if the service is turned back on;
- Lyman Brown review, the Public Works Committee to work on his review;

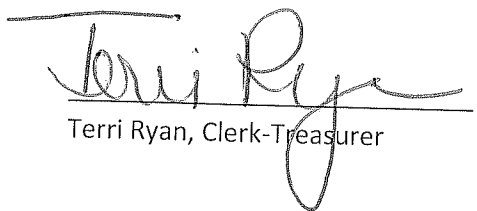
PUBLIC WORKS REPORT:

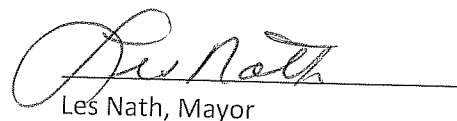
- No permits were issued since the last meeting besides Baustian shed;
- Meter upgrade update, Thode informed the council that the new reader installation were to 4th Street, ½ way done;

- Fix water main on 6th Street-Double D will be working on by the end of the week or the beginning of next week;
- The council talked about eliminating the white good pickup & the residents will need to have their old appliances to Pipestone County Recycling, the person that picks up the items if the city was involved would have to MN certified. Motion by Baustian, seconded by Rodman to eliminate the services & to advertise on the newsletter & cable channel
- The City of Jasper received the highest bid for the 1990 Ford Jetter Truck from The City of Pipestone closed bids at \$12,537.17;
- Thode asked the council if he could have Matt Johnson come back for summer part-time help with limited hours, Pete Johnson will check with Matt;
- Yard waste key system is working well, residents are signing their name & adding their phone number;
- Mosquito spraying will be done on Thursdays in Jasper & Ihlen;

ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

- Thode talked with the council about selling unused equipment at the shop on Craigslist, Thode to put items to sell on next week. League of Minnesota Cities was contacted and can sell the items on Craigslist. Motion by Johnson, seconded by Rodman, all ayes, motion carried;
- New Stop signs will be added on 10th St & Spicer, Thode to have Ryan call Gopher State One Call tomorrow;
- Rodman informed the council that landscape bricks by the park are not glue & the kids were messing with them, Thode will look into;
- Rodman informed the council that the school lunch at the park with the school had about 22 kids on Monday & 30 kids on Tuesday.
Motion by Johnson, seconded by Baustian to adjourn the meeting. All ayes, motion carried.


Terri Ryan, Clerk-Treasurer


Les Nath, Mayor

June 10, 2014

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Jasper Public Works Committee Meeting

The Public Works Committee meeting June 17, 2014 at 7 pm.

Members present were: Councilmembers: Mike Baustian & Pete Johnson, Public Works Superintendent Brian Thode.

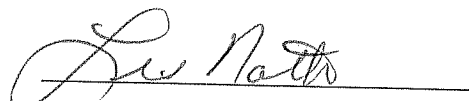
Items for Thode to put on Craigslist:

- 1978 Chevy;
- Pig Carrier;
- 12' Truck Flatbed -- \$500 or best offer;
- 1987 GMC 1 ton -- \$400 or best offer;
- Pull type sewer jetter for best offer;
- Pull type water pumps for best offer;

Insurance claim tree branch fell on picnic table at the park.

Adjourn the meeting at 8:30 pm.


Terri Ryan, Clerk-Treasurer


Les Nath, Mayor