

JASPER CITY COUNCIL MINUTES

Regular Meeting –December 8, 2020;

In accordance with the requirements of Minn. Stat, Section 13D.021, Mike Baustian, the Mayor, has determined that an in person meeting is not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 of the Minnesota Statutes;

Because of the emergency declaration it has been determined that attendance at the regular meeting location by members of the public is not feasible. Therefore, some or all of the City Council members may be participating by telephone or other electronic means;

Members of the public were invited to monitor the meeting via invitation or were invited to attend in person;

The Jasper City Council of the City of Jasper met via in-person/phone/video conference in said city on December 8, 2020. Council members physically present: Mayor Mike Baustian, Jeff Leslie, Trinidad Garcia and Kim Lape; Council members attending via electronic means:, Dee Arp; Employees present: Clerk-Treasurer Cortney Kounkel; Assistant Clerk-Treasurer Stella Lingen; Public Works Superintendent Brian Thode; Pipestone Star's Kyle Kuphal via phone conference; Community Member: Norm & Brad VanDyke; DSI Representative Hunter Robinson;

Mayor Baustian called the Budget/Tax Levy for 2021 to order at 7:00 p.m. followed by the Pledge of Allegiance. Motion by Garcia, second by Leslie to approve Resolution 20-343 adopting the payable 2021 Final Property Tax Levy for the City of Jasper, all ayes, carried;

Mayor Baustian then called the regular meeting to order at 7:05 p.m.

Community Concerns:

Norm and Brad VanDyke were present to address the refuse contract between the City of Jasper and VanDyke Sanitation. According to Norm, the landfill in Marshall has not increased their rates for a couple of years up may do so within the next 2 to 3 years. VanDyke has not increased garbage rates within the city for 10 years. Norm is requesting a \$3.00 increase her resident. Previously the rates were set as follows:

- a. An amount payable monthly of \$4.80 as an availability fee for each household that service is available to, regardless of what level of service is chosen.
- b. An amount, payable monthly, for each household served, equal to \$4.73 per each 35-40 gallon cart, \$8.13 per each 60-65 gallon cart, and \$10.13 per each 90-95 gallon cart.
- c. A surcharge of \$1.00 per cart for fuel during any month in which the average daily cost of a gallon of diesel fuel exceeds \$3.75. This shall be computed monthly by compiling the daily cost and calculating the average daily price at the end of each month and submitting the calculation to the city who shall add the \$1.00 surcharge the following month so that each surcharge shall be billed and collected in arrears on the next regular statement.

The aforementioned minutes have been drafted for approval.

The new rates effective 1-1-2021 are as follows:

- a. An amount payable monthly of \$4.80 as an availability fee for each household that service is available to, regardless of what level of service is chosen.
- b. An amount, payable monthly, for each household served, equal to \$7.73 per each 35-40 gallon cart, \$11.13 per each 60-65 gallon cart, and \$13.13 per each 90-95 gallon cart.
- c. A surcharge of \$1.00 per cart for fuel during any month in which the average daily cost of a gallon of diesel fuel exceeds \$3.75. This shall be computed monthly by compiling the daily cost and calculating the average daily price at the end of each month and submitting the calculation to the city who shall add the \$1.00 surcharge the following month so that each surcharge shall be billed and collected in arrears on the next regular statement.

Norm informed the council that the increase in rates for the city of Jasper is still lower than other area communities. Edgerton pays \$21.99 for a large tote. The elderly in Edgerton also get a discounted rate due to their refuse being collected every other week instead of weekly. Norm advised the City of Jasper to not follow suit as it gets very confusing on which weeks the collection occurs. Motion by Lape, second by Arp to approve the \$3.00 increase per household as requested by VanDyke Sanitation, all ayes, carried;

Hunter Robinson, Developmental Services, Inc. Representative was present to update the council on the Home Improvement Grants within city limits. Robinson received word this morning that the funds will be released soon. In order for the funds to be released, the documents need to be approved by the council and signed by Mayor Baustian. The City of Jasper and City of Magnolia will receive a total of \$599,991.00 for home improvements. The maximum amount we are able to obtain is \$600,000.00. The following motions were conducted as the City of Jasper has been declared the lead city:

- Motion by Leslie, second by Lape to approve the acceptance of the grant agreement, all ayes, carried;
- Motion by Lape, second by Arp to approve the Certificate of Categorical Areas, all ayes, carried. This document states that any projects that acquire land and require demolition will not be completed;
- Motion by Lape, second by Garcia to approve the Broad Level Environmental review, all ayes, carried;
- Motion by Leslie, second by Garcia to approve the Notice of Intent to Release the Funds, all ayes, carried. This notice will need to be posted at the City Office for 10 days. This is the time for residents to come in and get questions regarding the grant answered. After the 10 days, the state will be notified that the Notice was posted as required. The state then waits approximately 15 days before releasing the funds. Robinson informed the council that residents can continue to apply for the grant during this time;
- The following documents were reviewed with the council:
 - Certification of a Drug Free Workplace;
 - Excessive Force Policy;

The aforementioned minutes have been drafted for approval.

- Residential Anti-Dislocation/Displacement & Relocation Policy (posted with Notice of Intent for 10 days);
- Program Income Plan, Revolving Loan Fund;
- Section 3: Women and Minority Owned Businesses;
- Fair Housing Plan;
- Procurement Plan (how we are going to find contactors. Homeowners have the ultimate decision);
- Motion by Lape, second by Garcia to approve the Resolution adopting the SCDGP documents as stated above, all ayes, carried;
- Motion by Lape, second by Garcia to approve the Request for Release of Funds after the 10 day grace period, all ayes, carried;

Robinson then went over the Grant Administrative Service Agreement which allows DSI to administer the grant on behalf of the City of Jasper. Previously, Jasper and Magnolia were anticipated to get 27 homes completed at \$18,000.00 per household. However, that amount has been increased to \$25,000.00 for a total of 21 homes. The City of Jasper is expected to have 16 homes improved. Motion by Leslie, second by Lape to approve the Grant Administrative Service Agreement, all ayes, carried;

Robinson informed the council that home inspections will be completed the first week of the new year with an anticipation of bids being out by spring;

Motion by Lape, second by Garcia to approve the minutes from the Regular Meeting on November 10, 2020, all ayes, carried;

Review and approve the November Claims to date: Team Laboratory Chemical Corp., Ice Melt, Cleaning Supplies, Paint, \$1,181.00; Tapco, Radar Feedback Sign, \$3,486.50; Heiman, Fire Dept Supplies, \$14,198.45; Amb Payroll \$12,045.00; Fire Dept Payroll \$9,470.00; Motion by Arp, second by Lape to approve the November claims to date, all ayes, carried;

Receipts noted: Jasper Town Homes, P/C Coverage, \$3,822.87; Jasper Sunrise Village, P/C Coverage, \$4,141.43; Springwater Township, CARES Act Funding-Fire Dept, \$1,060.50;

DELINQUENT SEWER/WATER/GARBAGE:

Resolutions 20-315A Rock County & Resolutions 20-315B Pipestone County sent to County on November 30, 2020. A copy of the Resolutions was provided to the council for review. The question was raised whether property maintenance charges could be placed on the SWG bill. Kounkel will provide information regarding this at the next meeting;

Lingen informed the council that the United Fund collected \$4,545.00 this year. Disbursements of \$1,810.00 were sent to local organizations with \$330.00 worth of hamburger delivered to the Pipestone County Food Shelf;

Wellness Center/QCC: No updates for the QCC;

NEW BUSINESS:

The aforementioned minutes have been drafted for approval.

Motion by Garcia, second by Leslie to approve Resolution 20-343A (Business License Fee for 2021), all ayes, carried;

Motion by Lape, second by Arp to approve Resolution 20-343B (Designate Funds in Money Markey Savings Account), all ayes, carried;

OLD BUSINESS:

As discussed at the previous council meeting, there has been a request to place a blessings pantry within city limits. Kounkel visited with the person who mentioned the idea and was informed that the pantry will be approximately 3' x5' with the request to place it on city owned property. A brief discussion regarding cameras was conducted. However, this would defer people from using the pantry;

Lingen informed the Council that the Jasper United Fund has received about \$2,900.00 in donations. Our annual goal is \$3,500.00;

PUBLIC WORKS REPORT:

No Land Use permits issued during November;

The John Deere Tractor will be delivered in January 2021;

Thode did not have to discharge the ponds;

ITEMS ANYONE WANTS TO ADD TO THE AGENDA:

Kounkel informed the council that the Jasper Lions Club will be decorating the city park for Christmas. The Lion's Club is purchasing extra Christmas décor;

Leslie informed the council that Chris Johnson will be joining the Jasper Volunteer Fire Department;

Also, the downed tree located on the property near Sherman Avenue and 6th Street will be removed tomorrow, December 9, 2020 per the property owner;

Maggie Erickson has been hired as the new Assistant Clerk-Treasurer. She will start training the week of December 21, 2020. Her first official day will be Monday, January 4, 2021;

Upcoming Meetings:

Council Meeting, Tuesday, January 12, 2021 @ 7:00 p.m.;

Employee Evals will be scheduled at the January 12 council meeting;

Leslie motioned to adjourn, Lape second. All ayes, regular meeting adjourned at 8:06 p.m.

Cortney Kounkel, Clerk-Treasurer

Mike Baustian, Mayor

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