

## Truman City Council Minutes October 2, 2023

The regular meeting was duly held at the Municipal Building fire department meeting room on the 2<sup>nd</sup> day of October, 2023 at 5:30 p.m.

Present: Mayor Jake Ebert, Councilors Ron Kelley, Patty Truax, Brian Nickerson, and Chris Mosloski.

Absent: None.

Staff present: Utility Foreman Brent Brown, Street Superintendent John Bosshart, City Clerk/Treasurer Melissa Sirovy, Utility Billing Specialist/Deputy Clerk Carol Becker, Interim Police Chief Michael Schutz.

Also present: Alicia Miller & Nathan Anderson Animals of Walton's Hollow, Joseph Kreiss Truman Tribune.

Mayor Jake Ebert presided over the meeting, beginning at 5:30 p.m., opening with the Pledge of Allegiance.

### Approval of Agenda/Additions or Changes

Items added to the agenda; Northrop police agreement. **Motion made by Kelley, seconded by Nickerson to approve the agenda with the addition. All ayes - motion carried.**

### Approve Minutes of Regular Meeting and Planning and Zoning Meeting

**Motion made by Truax, seconded by Kelley to approve minutes of the September 18, 2023 Regular Meeting and the September 18, 2023 Planning and Zoning Meeting. All ayes - motion carried.**

Council Member Chris Mosloski arrived at 5:38 p.m.

### Bid Opening Snow Removal Proposals

Two bids were received for snow removal services on private sidewalks for the upcoming season. TCC bid \$45.00 per lot, and WDads bid \$50.00. **Motion made by Nickerson, seconded by Kelley to accept the low bid from TCC. Councilor Truax abstained due to conflict of interest. Motion carried 4-0.**

### Public Comment

Alicia Miller and Nathan Anderson addressed the council to request having an event at Graf Park on Halloween that includes a petting zoo. Approval was given.

### Snow Removal Policy

Consideration was given to the process for administering snow removal on private sidewalks. By ordinance, residents are required to remove snow from public sidewalks within 24 hours.

Enforcement will take place 24 hours after the street has been plowed curb to curb and only on walkways where they extend the length of the block. The street department will monitor and report sidewalks in violation and office staff will notify the contractor to do the work. A notice will be included with utility bills to advise residents and property owners of this requirement.

#### Fire and Ambulance Quarterly Updates

Not present.

#### Street Department Quarterly Update

Superintendent Bosshart reviewed work completed over the past quarter that included sweeping seal coat chips, burning the brush site, and spraying for weeds. The campground, pool, park and ballfield have been winterized.

#### Police Department Quarterly Report

Interim Chief Schutz reported calls for service in the third quarter. The department recently passed a Post Board audit. Various departmental policies have been updated as required. Council Member Mosloski asked about truck parking regulations. Tractors may be parked in residential areas without a trailer, but they are not allowed to run all night. Tractors with trailers can park on Ciro, but not in front of mailboxes, and no trailers may be dollied down.

#### Utility Business

Utility Foreman Brown provided a quarterly update. Substation and generation plant repairs are ongoing, both water filter plants are online and have passed all tests. A motor was damaged during sandblasting the water tower and the contractor has agreed to reimburse the city. Departmental operations manuals are being prepared. Heartland has agreed to release the city from the capacity agreement, as requested, on November 30<sup>th</sup>, to allow the capacity sale to go through. They have agreed to allow the city to sell all excess capacity. Brown requested permission to sign the agreement with Heartland. **Motion made by Mosloski, seconded by Kelley to authorize Brown to sign the agreement with Heartland regarding excess capacity. All ayes – motion carried.** A letter of resignation was submitted by Apprentice Lineman Calob Prange effective October 6, 2023. **Motion made by Truax, seconded by Nickerson to accept the resignation from Calob Prange. All ayes – motion carried.** The open position has been posted. The city engineer advised of additional work required at the Bau property to compact and test the soil placed in the basement area because the new street will be located there. Rosburg estimated the cost for that work at \$3,000 and the engineer found that to be fair price for the work. **Motion made by Kelley, seconded by Mosloski to approve the change order for soil compaction and testing at the Bau property from Rosburg for \$3,000. All ayes – motion carried.** Brown will contact Bolton & Menk to schedule the topography survey.

#### Approval of Claims

Submitted claims totaled \$79,619.89. Checks #41363, #41366 - #41384, ACH #659E - #669E, #501143E. **Motion made by Truax, seconded by Nickerson to approve payment of claims. All ayes - motion carried.**

#### Old Business

The insurance trust has started a claim for damage to the carpet at the community building from the roof leak earlier this year. Repair estimates and pictures of the damage have been requested.

Council advised to contact Doolittle's to look at the damage and provide estimates for replacement. Ceiling panels may also need to be replaced.

Community Building rental rates were discussed. A profit and loss statement on the building shows a loss of \$2,000 so far this year. Few donations have been left in the donation box, and survey results show most renters don't need Wi-Fi. Discussion included concern about the furnace and A/C getting left on too high/low, windows left open, having all users pay a fee, and collecting a damage deposit. Mayor Ebert suggested adding a mini-split in the fireplace room to help save on heating and cooling expenses. It was suggested the rate for the side room and kitchen be increased to \$75, no longer renting them separately, and \$200 for the entire building. Rather than collecting a \$200 deposit, renters could be billed a second rental fee if problems occur. That would require the building be inspected after each event. Office staff may be able to do that and council members could check after weekend events. The facility use policy will be rewritten to consider at the next meeting.

Three new requests were made from individuals asking to have a key to the community building long term. Council requested a master list of keyholders to consider the requests at the next meeting.

An updated campground use policy and registration procedures were reviewed. Campers may not be able to print a paid reservation permit so use of and payment for individual campsites will need to be monitored by checking the reservation website. A kiosk is needed outside the entrance to the campground to provide rules and procedures as campers arrive. The policy and procedures will be updated for consideration at the next meeting.

### New Business

An attorney contacted the city clerk to ask about having the city assist a Minnesota limited liability nonprofit to issue tax-exempt notes up to \$6.5M in exchange for an issuance fee of 1/4%. The city auditor and Northland Securities were contacted for their comments on the request. Following discussion, it was decided there were too many unknown factors for the council to be comfortable with the proposal. **Motion made by Truax, seconded by Mosloski to deny the request. All ayes – motion carried.**

Probation for Interim Police Chief Schutz will end on October 17<sup>th</sup>. Schutz has been exploring options for union membership. He requested more time to work on that, he can maintain his membership in the Lels union during the interim. Post Board will be contacted to determine how long the department can operate with an interim police chief. Information will be brought to the next meeting. Clarification of personnel policies is needed if the position is not governed by a union agreement. **Motion made by Nickerson, seconded by Kelley to approve a wage increase to \$36.23 retroactive to September 1, 2023 for Interim Police Chief Schutz. All ayes – motion carried.**

Earned sick and safe time legislation was reviewed with council. All employees who work at least 80 hours in a year will receive the benefit beginning January 1, 2024. A determination is needed for how the benefit will be implemented for full-time employees who already receive sick leave benefits. The IBEW Union representative will be consulted to discuss how the benefit will be added to the union agreement for further discussion at the next meeting.

Discussion took place regarding the Cannabinoid dealers license fee for 2024. It was reduced to \$200 for 2023 to determine how much business it will generate for the licensee. The State will take over managing such licenses in 2025. **Motion made by Kelley, seconded by Truax for the license fee to remain at \$200 for 2024. All ayes – motion carried.**

Council reviewed a recommendation from the city clerk to establish policies related to the public comment portion of council meetings. Guidelines would be provided to those wanting to address the council, and they would be asked to fill out a form giving their name, address, and the topic they wish to discuss to give to the mayor prior to the meeting. Discussion of topics that are considered private or confidential would not be allowed during this time. **Motion made by Kelley, seconded by Truax to adopt the public comment process and guidelines as proposed. All ayes – motion carried.**

Council was advised that Administrative Assistant Gail Ingledew will be moving and plans to resign next spring. A proposed timeline for filling the position was discussed. The position will be advertised for hiring in or around March.

The police agreement with the City of Northrop was discussed to determine how best to move forward with one officer on the department roster. The contracted hours can't be fulfilled, the cost to provide the service has increased, and there is concern about the loss of coverage in Truman. A representative from Northrop will be invited to an upcoming meeting to discuss the agreement further.

**Motion made by Kelley, seconded by Truax to adjourn. All ayes – motion carried. Meeting adjourned at 7:32 p.m.**

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**Melissa Sirovy, City Clerk**