

CITY COUNCIL MINUTES – APRIL 7, 2020

A. CALL TO ORDER: The Regular City Council meeting was held April 7, 2020 in the city council room of the New Germany City Hall. Mayor Van Lith called the Council meeting to order at 7:00 p.m., those present were: Mayor Van Lith, Councilpersons Shirley Jaeger, Ty Turnquist, Thomas Mielke and absent was Nick Hartwig. Others present were: City Clerk – Twyla Menth. Audience members were: none.

B. CITIZEN COMMENT- None.

C. APPROVAL OF AGENDA: Mielke moved and Turnquist seconded approval of agenda, with the addition of Resolution 2020-11. The motion carried. 4/0

D. APPROVAL OF MINUTES:

1. Jaeger moved and Mielke seconded approval of March 17, 2020 Council minutes. The motion carried. 4/0

E. ITEMS TO BE DISCUSSED:

1. Down South has been purchased by Up North Bar & Grill; they will continue doing business as Down South Bar & Grill. Liquor license is at AGE as of this time for approval, they are having the real estate closing on April 20, which is before the next Council meeting, therefore Council will need to make a motion on the license at this time. Jaeger moved and Mielke seconded approving the new Down South Bar & Grill liquor license. The motion carried, unanimously. 4/0

2. Relief Association has donated \$5,000 for the FD future truck and building fund. Turnquist moved and Mielke seconded approving Resolution 2020-11 A Resolution approving the LG55 Government Approval or Acknowledgement for use of Gambling Funds, \$5,000 for future capital truck and building fund. The motion carried, unanimously. 4/0

F. SHERIFFS REPORT: March report was available for review.

G. FIRE DEPARTMENT REPORT: Mayor Van Lith reported they had a short meeting Monday night April 6, reviewed department protocol on potential COVID 19 exposure.

H. TREASURE REPORT: The Treasury report noted that the General Fund balance was \$491,993.37, CD's (2) balance is \$49,996.22. Turnquist moved and Jaeger seconded approving the Treasure report. The motion carried, unanimously. 4/0

Council reviewed the March bank reconciliation and the investment portfolio from Ehlers. At this time, it appears most of the investments have changed into short term bonds, projected coupon payments \$20,500 plus any additional interest from the money market account, total is projected for all is \$22-24,000 for the year 2020.

I. APPROVAL OF CLAIMS: Jaeger moved and Turnquist seconded approving the claims in the amount of \$25,476.31. The motion carried, unanimously. 4/0

J. WATER SEWER REPORT: Received a notice from People Service on the precautions and protocols they are taking in regards to COVID 19 pandemic. The ponds may need discharging in the near future. Clerk explained current utility software RVS does not have any emailing or payment processing ability, city uses credit card processing company, no e check option, no email bill option, Clerk manual enters payment from credit cards into RVS, then into CTAS (financial software). The new software UBMAX (\$865 and the discount of \$136.30, \$728.70 final cost), annual maintenance fee of \$445.00, (old program is \$490.00 and due in May, no connect support) the new yearly support will include what they can for the connect software. The current connect software that is needed for communication between the PC and handheld meter reader is the mediator software program that is used, this is the program that is obsolete and no longer supported (we now have to pay \$250 per hour if there is an issue). There is a small chance we can not get connect to fully function and this would be an additional fee of \$250 per hour if we are unsuccessful; worst case scenario. UBMAX does give a guarantee that all the programs once set up correctly will work, we must go through one billing cycle and if for some reason it does not work, we are refunded the money for the program. Right now, we use statement paper, envelopes and postage per resident, new software will be postcard types, built in credit card processing and electronic check option, we may need to find a different way of distribution for the newsletter. We will also receive 2000 free

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postcards as a promotion with the new software. Turnquist moved and Jaeger seconded approving UBMAX for the cost of \$1,173.30. The motion carried, unanimously. 4/0

K. BUILDING PERMIT UPDATE: Deck, 581 Park Street East.

L. COMPLAINT LOG: none as of meeting.

M. PUBLIC WORKS: Van Lith reported the hours on lawn mower 138.1. Van Lith is discussing with Bob's repair on the lawnmower trade in policy, may extend to two years and they are also looking into larger cutting deck options on account of the resale of the 60" and lower.

Discussion on spring cleanup, May 16; at this time, it is unknown if it will take place.

Asplundh tree trimming service has asked if any waivers would be given for road restrictions; City streets are 5 ton and their trucks are 9 ton. Turnquist moved and Mielke seconded no waiver for city streets. The motion carried, unanimously. 4/0

N. PARKS REPORT: Discussion on weeds in the grass at Lindstrom Park; mow or mulch them. Van Lith reported Eric Roepke will be getting the lights for the Park as discussed last fall.

O. MAYORS REPORT: Mayor Van Lith suggested to cancel the April 14 Hilda workshop on account of the COVID 19 pandemic; workshop cancelled.

P. CITY CLERK REPORT: April 13 the yard waste bin will be delivered to the city shed. Received a request for internet access from 110 school district in regards to a particular family that is in need of. Clerk checked with CarverLink and they would set up a separate secure hot spot for this sole purpose, no Hall access. CarverLink has ordered the router and there will be no cost to the city for this option. Jaeger moved and Mielke seconded approving the hot spot for remote schooling during the COVID 19 pandemic that requires internet connection for remote schooling, it will be the city's discretion, this service may be discontinued at anytime for any reason. The motion carried. 3/0 Van Lith-aye, Turnquist-nay.

Council went through the emergency declarations and policies and made changes accordingly.

Q. OLD BUSINESS:

1. Rentals on hold – table.

Floor quote – on hold.

Window quote – Turnquist explained they are a higher quality vinyl window and acceptable windows. Window quote was \$1,545.26 per window, we agreed to replace three windows at a time previously, total quote for the three \$4,635.78. Council needs to keep budgeting this for the future years for the remaining Hall windows. Turnquist moved and Mielke seconded approving the bid of \$4,635.78 replacing three basement windows. The motion carried, unanimously. 4/0

2. Turnquist went through the memo from SEH, explaining options in regards to the subdivision, rezoning and comp plan update. The land owner owns a 4-acre commercial business lot and would like to subdivide into 2 acres business commercial (stays the same) and the other 2 acres to the east rezoned as industrial for future mini storage. The Planning Commission is recommending that Council approve the minor subdivision, contingent on the land owner supplying the legal survey of the minor subdivision.

Van Lith moved and Mielke seconded approving the minor subdivision contingent on the legal description and survey supplied from the land owners survey company. The motion carried, unanimously. 4/0

The next step is a public hearing date (in conjunction with Council meeting on May 5) for the rezoning of business/commercial to industrial and the final step would be amending the comp plan when finalized. The comp plan amendment can be approved at the public hearing and action be taken when the comp plan is finalized (June or July) as this allows the mini storage construction to start prior to amendment. This has all been new zoning items for new Planning Commission members and Clerk, we are all learning from SEH, Bob Kost as we go through the process.

R. NEW BUSINESS: Mayor Van Lith brought up as the pandemic moves forward the Clerk should be paid her 32-work week hour and wages, in the event work depletes during the COVID 19 pandemic, if

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needed the Clerk could help in other areas. Clerk did try the remote from home option and it worked well. Discussion that the Clerk should not have to use her sick time as pay during the COVID 10 pandemic; if clerk gets ill, she would automatically get the 2 weeks of additional sick time.

S. ADJOURNMENT: Turnquist moved and Jaeger seconded adjourned the meeting at 8:33 PM. The motion carried. 4/0

Respectfully Submitted, _____ Twyla Menth, City Clerk-Treasurer