

**CITY OF LE CENTER
REGULAR COUNCIL MEETING
TUESDAY, MAY 10, 2022 - 7:00 PM**

**** MINUTES ****

I. CALL TO ORDER

Present: Mayor J. Fredrickson, Council Members J. Weiers, N. Hintz, C. Harmeyer, C. Scott
Absent: None
Staff: City Administrator D. Evans, Public Works Superintendent C. Roemhildt, Police Chief D. Carlsrud, Liquor Manager B. Vikla, Building Official C. Block, City Attorney J. Moran

II. APPROVAL OF MINUTES

- A) Motion by Harmeyer, Seconded by Scott, Minutes from April 12, 2022, Regular Council Meeting be approved. Approved unanimously.
- B) Council changes to Agenda: Evans indicated a late submission for a Special Event Permit for the Sons of American Legion was submitted. Approved, Item added to New Business

III. APPROVAL OF BILLS TO BE PAID

Council reviewed the bills to be paid. Motion by Weiers, Seconded by Harmeyer, to pay the bills listed and due. Approved unanimously.

IV. REPORTS OF OFFICERS, BOARDS, COMMITTEES, & DEPARTMENTS

- A) E.D.A. Report
Evans indicated a special meeting will take place in early June to discuss COVID loan repayments from business and new lease terms for our city owned building on Spors St.
- B) P & Z Report
Director Block indicated no new business since the last meeting. Block did say a permit was submitted to the state for the old Le Sueur County Jail building remodel. Remodeling the East side of the courthouse in ongoing.
- C) Municipal Liquor Store
Manager Becky Vikla stated that April sales were \$86,528, April sales in 2021 were \$90,324. Bar sales were up \$4,507 however off-sale was down \$8,303. Gross Profit Margin was 38 percent and 41 percent on food. YTD revenues were up \$4,887 and YTD expenses were down \$45,730. May events are Pfeiffer, thrift store prom night, wedding, graduation parties and a meat raffle. Bar was closed Friday May 6 in the evening and all-day Saturday because of a plumbing issue. Water was

backed up into the bar area. Dirt and sand were blocking the main wastewater line. Hunt Plumbing jetted and cleaned the line. A restoration company was also called to clean up the standing black water.

D) Police Department

Chief Derek Carlsrud reported on the police activities for month of April: 154 calls @ 2950 miles patrolled. Carlsrud reported that animal complaints are on the rise. Loose animals and no city pet license tag on the animals. Domestic animals are declining as the weather gets nicer, but Carlsrud predicts that thefts will increase. Carlsrud provided the council with a report of how many hours the part-time officers work, ranging from 2003 to 2021. Carlsrud request that the council consider his proposal on raising part-time wages from \$18 an hour to \$20 an hour. Estimated cost in this wage increase is \$4,134 per year. There are 3 open spots for part-time Officers. One candidate is be backgrounded at this time. Carlsrud also provided the council with starting salaries for officers around the area and various departments in the state. There was a discussion about possibly adding a third full-time officer, however calculations will need to be done to see if that would be cost effective. Carlsrud was advised to investigate blight issues as they are becoming more apparent now that the snow has melted.

E) Public Works: Water, Sewer, Refuse, Streets, Parks Departments

Public Works Superintendent Roemhildt reported:

- Streets- Spring sweeping is completed and sweeping will be take place once a week throughout the summer. 5-year seal coat map and plan are being worked on, at an estimated \$75k per year allocated to seal coating. Flowers are due to arrive in the next few weeks. 11 unhealthy trees have been removed from the boulevards.
- Parks- The touchless faucets in the bathrooms are not working properly, discuss replacement parts or new faucets depending on cost and availability. Fence installed in North Park and benches will be installed as well. Transformer and electric work to be completed as well. A light pole will be installed near the shelter. New section of fence at Ray Plut field.
- Pool- Maintenance is being done at pool to make sure it opens on time.

F) Bolton & Menk Engineering

Engineer Adam Jacobs reported- Backyard drain was missed by Holtmeier Construction during the 2020 street project. North of Spors St. Between Park Ave and Montgomery Ave. Crews removed a section of curb to reattach the drain. Jacobs recommended a change order on the 2020 project in the amount of \$20,570. This change order would correct water runoff issues at two locations on the project. It was discussed that these changes should have been in the original engineer's plan and that it was missed. Further discussion will take place as to who is responsible to pay for this change order. Evans and Moran will be meeting with Bolton and Menk representatives to discuss. A motion was made by Fredrickson and seconded by

Harmeyer to approve the presented change order on the 2020 street project with the caveat that the cost of payment needs to be negotiated. Approved unanimously.

V. PUBLIC FORUM

There were no petitions, requests, or communications from the general public.

Jason Rasmussen with ABDO our auditing firm, presented the 2021 final audit report. A power point presentation was presented to the council and was approved.

VI. OLD BUSINESS

- A) Waste Management indicated that they would not be able to provide pick up services for the citywide cleanup day. LJP is available but only offers a drop-site location for residents to use. After much discussion a Motion was made by Harmeyer, Seconded by Hintz to cancel the citywide cleanup. Approved unanimously.
- B) The city was provided a certificate for compliance with pay equity by the state.
- C) Motion by Hintz, Seconded by Scott to adjust the permit for the Chamber Kick off to Summer Event by closing an additional street. Approved unanimously.

VII. NEW BUSINESS

- A) Evans informed the council that to gain better internal fund accounting control the council should consider four resolutions proposed, to close and transfer four bank accounts to the general main checking account. Motion by Hintz, Seconded by Scott to approve **Resolution No. 2022F** – Close First State Bank Account ****1044 Disaster Ln Revolving Fund and Transfer to First State Bank Account ****0102 General Fund. Approved unanimously.
- B) Motion by Scott, Seconded by Weiers to approve **Resolution No. 2022G** – Close First National Bank Account ****5201 Now Accounts and Transfer to First State Bank Account ****0102 General Fund. Approved unanimously.
- C) Motion by Weiers, Seconded by Scott to approve **Resolution No. 2022H** – Close First National Bank Account ****5202 Regular DDA Accounts. Approved unanimously.
- D) Motion by Hintz, Seconded by Scott to approve **Resolution No. 2022I** – Close First National Bank Account ****7201 Now Accounts and Transfer to First State Bank Account ****0102 General Fund. Approved unanimously.
- E) Motion by Harmeyer, Seconded by Scott to approve **Resolution No. 2022J** – Establishing a Capital Improvement Fund amended in the amount of \$400,000. Approved unanimously.

- F) Motion by Hintz, Seconded by Harmeyer to approve the Le Center Fire Dept. 125th year celebration special event permit. Approved unanimously.
- G) Motion by Scott, Seconded by Harmeyer to approve the Sons of American Legion BBQ contest special event permit. Approved unanimously.

VIII. ADMINISTRATION & MISC.

- A) Motion by Harmeyer, Seconded by Scott to approve the request that Mayor & Council Annual Salaries be Paid in Two Installments: June & December.
- B) Next County Official's Meeting: May 25th, 6:30 p.m. Location TBD (Last Meeting until September). Mayor indicated that there is no speaker or location at this time and might just skip the meeting to go into summer break.

IX. ADJOURNMENT

There being no further business; Motion by Scott, Seconded by Weiers, for Mayor Fredrickson to adjourn the meeting. Approved unanimously. 8:38 pm.

Dan Evans, Administrator