

March 6, 2023

The regular meeting of the city council was called to order by Mayor Dave Witucki. Council members present were Tom Boeck, KC Reuter, Gina Massop and Tiffany Sevcik. Don Wolters was absent (at conference). Also present were Patty Smith, Tamara Dicks-Maple River Messenger, Sheila Jungwirth-Abdo, Maria McCarty-SEH, Pam Shouts and Ryan Sohre – Insurance.

Everyone stood and recited the Pledge of Allegiance.

Minutes: A motion was made by Boeck and 2nd by Massop to approve the minutes from the February 6, 2023 meetings. Motion carried unanimously.

Bills: Witucki had a question on Westrum Leak Detection, Smith clarified this is for the 3 water main breaks that needed extra locating to repair. A motion was made by Reuter and 2nd by Sevcik to approve the bills.

City of Amboy	Check 10829 – 10876 & EFT's 777E – 782E	\$187,499.29
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Smith had no additional bills. Motion carried unanimously.

2022 Audit: Sheila Jungwirth with Abdo presented the 2022 audit to the council. The city is in compliance, all bills were paid within 35 days and bidding was followed correctly so no issues were found. As in previous audits it is recommended that 4 or more people should be working in the office for internal controls. As a small city with one employee, the council does oversee the checks and bank statements, which does give the city extra eyes on the finances. The city has 92% of money in reserves in the General Fund for the next year's budget. It is recommended to have at least 50%, so this is good. Jungwirth said we could set up the levy to go directly into the capital improvement funds instead of going into the general fund and transferring it. Smith will work with Abdo on this for 2024 budget. We currently have \$654,956 in our reserve funds for future projects. Water fund is less than the 50% in reserves. This is due to the RO project, we must pay out expenses before being reimbursed from the state with the PSIG grant. Water fund is currently breaking even, will have to watch with any extra expenses with the RO system if rates will need to be increased. Sewer and Refuse accounts are receiving enough income to cover the expenses. The storm water account, which is new this year has approximately \$14,000.00. Good job on keeping up on your fund balances and continue to monitor as more projects are being done in the City of Amboy. Amboy is a little higher than some area cities for taxes; we are consistent with our levy. A motion was made by Reuter and 2nd by Boeck to accept the 2022 audit. Motion carried unanimously.

Insurance: Pam Shouts with Community Insurance will be retiring the end of March 2023. Shouts introduced Ryan Sohre as our new agent. He will be in the Vernon Center and Amboy offices. Sohre grew up in the Good Thunder area, graduated from Maple River Schools and has a degree in Ag Business from South Central College. Our property insurance is a blanket basis insurance, some buildings may be over insured and others under, but it works out to having them covered. The current value is \$7,567,895. The mobile equipment (not vehicles) is valued at \$833,203 which includes the payloader that we purchased this year. The rates were adjusted this year, 5% by the League and 11% for inflation; that is why our rate has increased so much for 2023. The workman's comp rate did decrease as we had less employees and rates our based-on salaries. Council wanted to make sure the new Reverse Osmosis

system will be covered. Smith will let Sohre know the value of the system and when it will be operational. Council wished Shouts good luck with her retirement.

RO Update: Maria McCarty with SEH gave an update; the construction has been working on the pipes and the HVAC systems. The heater has been installed and is operational. McCarty wanted council to know that we have 2 ways to fill the tower, the above pipe or through the standing pipe. Since the standing pipe froze earlier, we have only been using the above pipe for filling the water tower. The standing riser pipe is an older style, and the reverse osmosis will be set up to fill with the above pipe only. The standing riser pipe will be capped off. We would not need this for a backup system. This will be safer than using the standing riser pipe which could freeze again. This method is also approved by Steve Carson. Bergeson Well was here last week and told Maria that well number 1 is not compliant as the casing is only 8" and should be 12" above the floor. We are grandfathered in and the Department of Health does not consider us to be out of compliance. It is not required to be done for the reverse osmosis system. The process would be to pull the cap off of well with a crane, as these are sealed, raise it 4" to meet the 12" requirement. It would not change anything on how the well works. Smith will request an estimate from Bergeson to see if this is something the city wants to do, since we are working on the wells with the reverse osmosis system. Pay application for \$95,280.01 was submitted by Joseph Company. A motion by Reuter and 2nd by Massop to pay 22-830-00011 for \$95, 280.01. Motion carried unanimously. Witucki asked if the plumbers know if the PSI will stay the same when we change the pipe size from 8" to 4". McCarty said it should stay the same as the pressure gauge is on the distribution side. The wells will work harder, but the PSI will stay the same.

Amboy Cottage Café: A motion was made by Massop and 2nd by Boeck to approve the renewal of the Consumption & Display Permit for the Amboy Cottage Café. Motion carried unanimously.

Reports: Reports received from public works, fire department and police. Wolters is doing a great job with all the snow we have had this year. Smith had a water report to be included with utility bills this month, council would like to add information on fire hydrant flushing for April. Mapleton police annual report was included, council liked seeing the annual report. Smith will clarify with Chief, the February report had September dates.

Reduced Sewer/Garbage Applications: Smith had 4 applications that submitted appropriate proof of income. A motion was made by Massop and 2nd by Boeck to approve the applications for reduced sewer/garbage for 2023. Motion carried unanimously.

City – Wide Clean Up: It is scheduled to have dumpsters at 245 E Maine Street on May 20, 2023. Smith asked council about having city employees pick up as some residents do not have a way to transport to the dumpsters. Having city employee's pick-up could create a workman's comp case with some heavy items. The city will have Wolters at the site on Saturday, May 20 from 7AM – 3PM to help unload items. If residents need extra help, hopefully they can have a neighbor/friend help them.

Electronics/Appliance Recycling: We are still limited on space to store items until pickup. Council would like to still offer this to the residents as it keeps these items out of area ditches. Smith will have to increase prices this year and may work with another recycler in town instead of taking them to Green Tech in Mankato.

Recreational Area: Reuter met with Nielsen Blacktopping to discuss the recreational area. A new bid was received from Nielsen for \$106,295.00. This bid is lower as there are no gates, just recessed openings. The fence on north will be 10' and the fences on other sides will be 8'. The 10' is to help prevent balls from going on Highway 30/Maine Street. Drainage is still needed. Smith will need to order the basketball hoops/poles and tennis poles/nets as these will need to be installed by Nielsen during the construction. No storage shed should be needed for nets as we will just put them away for winter. A sidewalk could be done in the future, want to see how it is being used before deciding best place for sidewalk. Parking should be okay as people can park on Maine Street or drive right onto the field south of recreational area. Many may just walk or ride bike to the area. A motion was made by Boeck and 2nd by Sevcik to approve the bid of \$106,295.00 for Nielsen Blacktopping for the 100' x 100' recreational area. Smith will contact Nielsen on a start date for the construction, hoping it will be started when the frost comes out and completed by July 2023.

Open Comment: Reuter requested the April 3, 2023 council meeting start at 7:45 PM as he has teacher conferences until 7:00 PM. Smith will post the meeting time change. Witucki updated council on water and wastewater items. The hydrochloric acid tank is double walled, which would prevent any spills. In talking with Shawn from H2O there are 2 VFD's available in Canada when we need them for the RO project. The fluoride and bacteria samples taken end of January came back as being in compliance. We had another radium sample taken on February 27 and will update when we receive the results from the Department of Health. The RBC's will be cleaned off at the WWTP when it gets nicer out. We will take a fire hose and slough off the bacteria and stuff and start over. We want to weigh the RBC's once they are cleaned off and start fresh. Witucki says many other cities are requesting information on having chickens. We currently have 5 chicken permits in town, with no issues. Witucki requested audit committee to make sure we pull funds from general fund for water, sewer and capital improvements. Smith clarified that we already do this, the state sends us one deposit into general fund and then we transfer to the designated areas. Massop explained that we should ear mark the money specifically for capital improvements. Smith will work with auditors to see how to do this for 2024 budget. Smith let council know that Mapleton has updated their ordinances on clean yards/junk cars. In Mapleton after the initial letter is sent out and not in compliance the resident is fined and if not paid goes on property taxes. If the police committee of Boeck and Sevcik would like to meet with Chief Honsey to update any of these ordinances, he would work with us on it.

Miscellaneous: Wolters is at MRWA Conference in St Cloud taking training on obtaining his D class water and wastewater license. Smith will be attending MCFOA Conference March 21-24 in St Cloud.

A motion was made by Reuter and 2nd by Massop to adjourn. Motion approved unanimously.

Dave Witucki, Mayor

Council

ATTEST:

Patty Smith, Administrator, Clerk-Treasurer