

Truman Council Minutes

The regular meeting was duly held at the Municipal Building and by electronic means remotely via Zoom on the 4th day of January, 2021 at 5:29 o'clock P.M.

Present: Mayor Terry Bentele, Councilor Patty Truax, Councilor Brandon Mosloski, Councilor Jake Ebert, and Councilor Brian Nickerson

Staff present: Thea Boesch Deputy Clerk, Brent Brown Utility Foreman, Justin Jobe Police Chief, John Bosshart Streets Department

Also in attendance: Lynn Brownlee

Mayor Terry Bentele presided over the meeting, opening with the Pledge of Allegiance.

Public comment

None

Ambulance Quarterly Update

A quarterly update was provided by Jessica Clow, Ambulance Director:

- 12 – Calls to Lewisville
- 22 – 911 Calls for Fairmont
- 23 – Transfers for Fairmont
- 8 – Transfers for Madelia
- 6 – Transfers for St. James

December 1st marks the beginning of the 2021 Ambulance year and thus far have had 22 calls.

Two students are currently taking the EMT Class, which is going well. They are scheduled to complete the class at the end of February.

Six EMTs received their COVID vaccine, while 3 others will be getting their vaccine thru their employers. No further changes on the COVID front.

Street Department Quarterly Update

John Bosshart, Street Dept. Superintendent, provided the quarterly update for the Street Dept. No big updates in his department currently. The street department will be working on some tree trimming if the weather stays nice and they aren't plowing snow.

Police Department Annual Update

Police Chief Justin Jobe provided an annual update for the council. Total court fines revenue was down from 2019 to 2020 simply due to less calls because of COVID and the courts back logged. The total for 2019 was \$5,386.55 and for 2020 was \$3,546.58. The total Calls for Service for 2020 ended with 666 calls. Average calls for service in a years' time is in the range of 800 to 1100, so down again because of COVID restrictions. The biggest event that happened last year would be the incident at Elizabeth Chevrolet back in August 2020. Still have two part-time employees and all is going well with them. Instituted a new scheduling system, instead of paper schedules they went to an

online calendar that we are able to update in real time. The schedule is out through the end of June and is posted.

Duty Assignments

A motion was made by Councilor Jake Ebert, seconded by Councilor Brandon Mosloski and motion carried to approve the following 2021 Duty Assignments as appointed by Mayor Terry Bentele:

Mayor Pro Tem-----Jake Ebert
Police Supervisor-----Jake Ebert
Fire Dept. Supervisor-----Brandon Mosloski
Utility Supervisor-----Brandon Mosloski
Sanitation Supervisor-----Patty Truax
Park & Recreation Supervisor-----Faith Clow
Street Supervisor-----Brian Nickerson

The Mayor shall serve in all the above duties

Weed Control-----John Bosshart & Wayne Wiederhoeft
Dog Control-----John Bosshart & Wayne Wiederhoeft
Park Committee-----Ernie Jones, Duane Heckman, & Elliott Belgard
Health Board-----Justin Jobe & Dr. Chris Olsen
Official Bank-----Profinium Inc.
Official Newspaper-----Truman Tribune
Emergency Management-----Justin Jobe & David Bentz
City Attorney-----Derrick Greiner
City Engineer-----Bolton & Menk
Pool Commission-----Faith Clow, Kim Breamer, Kirsten
Bressler, Amy Werner
Cemetery Commission-----Faith Clow, Doug & Vicki Schwanz
Planning & Zoning-----Terry Bentele, Jake Ebert*, Nathan
Rolling, Kirsten Bressler, Lynn Brownlee, & Elizabeth Miller

Building Inspector

A request was made by Darold Nienhaus to work as an individual contract laborer building inspector, versus an employee of the City of Truman. He agreed to keep his wages the same as approved in the 2021 budget, and that he would bill us monthly for his services. **Motion was made by Councilor Brandon Mosloski, seconded by Councilor Brian Nickerson, and motion carried to approve Darold Nienhaus as an individual contract laborer building inspector.**

Job Descriptions & Salary Schedules

A motion was made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to approve the updated job description for City Clerk-Treasurer.

A motion was made by Councilor Brandon Mosloski, seconded by Councilor Jake Ebert, and motion carried to approve the updated job description for Administrative Assistant.

Discussion held about the city clerk position. Currently have 4 applications and have held 2 interviews with one applicant.

A motion was made by Councilor Jake Ebert, seconded by Councilor Patty Truax, and motion carried to approve the City Clerk-Treasurer salary schedule.

A motion was made by Councilor Brandon Mosloski, seconded by Jake Ebert, and motion carried to approve the Deputy Clerk salary schedule with the one correction changing the title to Utility Billing Specialist/Deputy Clerk.

Utility Business

A discussion was held on a budgeted purchase of a skid steer with attachments, split between the departments. We received two quotes thru state contracting: 1) Bobcat for \$54,165, and 2) John Deere for \$60,169. The machines quoted from each place are as similar as they could get, and both had the same attachments. Service can be done locally at Martin County Repair if we purchase the Bobcat, and C & B Operations if we purchase the John Deere. The tractor we currently own is valued at \$8,500. The plan is to sell the unit with the loader bucket, and sell the attachments separate. We can't trade in current unit because it was purchased under state contract, therefore can sell through a government surplus website. In addition, we can sell the lawn mower in the street department too. The availability of the skid steer is unknown at this time. **A motion was made by Councilor Jake Ebert, seconded by Councilor Brandon Mosloski, and motion carried to approve the purchase of the Bobcat Skid Steer at \$54,165 contingent on checking quality of attachments.**

In the 2021 budget we had a utility truck budgeted for purchase. Working through the state contract we had a quote from Ford of Hibbing for \$33,024, which we had budgeted \$33,000. We looked at Ford's because they are set up for utility boxes, so a lot of the work is done from the factory. The box for the utility truck was also budgeted at \$16,000. The utility box is included in the state bid, and we can get that through ABM for \$16,135. The white truck and the red flatbed truck could both be sold through a government surplus website. **A motion was made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to approve the purchase of the utility truck through Ford of Hibbing for \$33,024.**

Minutes

Motion made by Councilor Brandon Mosloski, seconded by Councilor Jake Ebert, and motion carried to approve the minutes from the Emergency Meeting on December 8, 2020.

Motion made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to approve the minutes from the Regular Council Meeting on December 21, 2020.

Motion made by Councilor Jake Ebert, seconded by Councilor Brandon Mosloski, and motion carried to approve the minutes from the Work Session Meeting on December 28, 2020 with one correction.

City Claims

Check #38402 - #38418 - \$211,524.95

Motion Made by Councilor Brandon Mosloski, seconded by Councilor Brian Nickerson, and motion carried to approve the City Claims.

Old Business

Discussion held about the plan going forward for the splash pad and pickle ball court. The City of Truman applied for a grant thru the Martin County Area Foundation, to which \$15,000 was awarded for the pool deck, splash pad, and pickle ball court projects. The pool deck project was completed last summer. If we can't do an overlay of the tennis courts into a pickle ball court, then we could look at re-locating the pickle ball court closer to the campground. The court will need to be easily accessible for all ages, as the court will be used by children and adults. Mayor Terry Bentele will get some specks on the courts themselves, and contact a couple of contractors to see if we can get a couple layouts to see what it would look like. We should also have an engineer or someone that builds splash pads come in and show us what they have done, and what they could do for our space and our budget. Discussion tabled until the next meeting.

New Business

During the last snowstorm we had people stranded in town that stayed at the community building. The Fire Department was able to round up blankets and air mattresses for these people to use. However, Council Brandon Mosloski suggested that we look into purchasing some cots or air mattresses for situations like these. Councilor Jake Ebert suggested we start by purchasing 10. Police Chief Jobe will do some price checking for cots and bring the information to the next meeting.

Discussion held on the hours carried over beyond what is allowed, and when those hours should be used up. Councilor Brandon Mosloski suggested that the hours beyond what is allowed to be carried over should be used up by the end of the 1st quarter. With the current work load and the amount of hours that Sherry carried over, it may be difficult to get hers all used up by the end of the 1st quarter. Sherry's carry over hours will be revisited the end of March. **A motion was made by Councilor Brandon Mosloski, seconded by Councilor Jake Ebert, and motion carried to approve the hours approved to carry over at the end of the year beyond what is allowed shall be used up in the 1st quarter of the New Year.**

Employee reviews in the past were held in July in preparation of the budget. However, they were not conducted in July last year. Councilor Jake Ebert said it would be good to have them twice a year so that we can talk with the employees. **A motion was made by Councilor Brian Nickerson, seconded by Councilor Jake Ebert, and motion carried to hold reviews semi-annually with the first review at the end of the 2nd Quarter, and the second review at the end of the year.**

A complaint was received from Jeff Walker at 122 S 1st Ave. W, that his mailbox was hit while he was out of town. His thoughts were that it was hit by the city snow plow as it had snowed while he was gone and his road had been plowed. John said that he and Wayne don't believe that they hit it, but that it might have possible been hit by another vehicle. With no witnesses we have no idea who hit it, so John will look into temporarily supporting the post until it can be fixed in the spring. With that being said we also have an issue that mailboxes are not adequately spaced from the curb according to the postal service regulations. Mayor Terry Bentele will talk to the Postmaster and have them put something in the residents' mailboxes stating the regulations on mailbox placement.

Trent Flantum quit snow removal. It was discussed that snow removal needs to be done promptly, especially in front of the Fire Department and Ambulance Department. Councilor Brandon Mosloski talked with Utility Foreman Brent Brown to see if the Utility Department would be able to assist the Street Department with snow removal. Brent agreed that they would be able to help them with snow removal.

It was discussed at a prior meeting about reimbursing Aardvark's for their on-sale liquor license since they aren't able to be open due to the Governor's restrictions. Once they are able to re-open we can reissue the license and they can pay a pro-rated license fee. **A motion was made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to approve reimbursing Aardvark's their \$1,000 for on-sale liquor license and when he opens up pro-rate the liquor license fee.**

No odor complaints for Prairieland for the month of December.

The council reviewed the tort liability limits for the annual renewal of the League of Minnesota Cities Insurance Trust insurance policy. **A motion was made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to not waive the tort liability limits for the annual renewal of the League of Minnesota Cities Insurance Trust insurance policy.**

Snow removal update – Street Superintendent John Bosshart said that there are 4 vehicles that need to be moved from the last snow. There is one on 4th Ave that has been there for at least a month. The owner of the vehicle is in jail, so discussion was held about having Kitzerow tow the vehicle to his lot. We could also store it at our pole yard, and the city can charge the owner storage. Police Chief Jobe said that pictures will need to be taken of the vehicle before we tow it, therefore he will take care of it the next day when he comes on duty.

City Clerk Position

Mayor Terry Bentele entertained a motion to go into closed session pursuant to Minnesota Statute 13D.03 for purposes of discussing labor negotiations for City Clerk. **Motion made by Councilor Brandon Mosloski, seconded by Councilor Jake Ebert, and motion carried to close the meeting pursuant to Minnesota Statute 13D.03 for purposes of discussing labor negotiations for the City Clerk.**

Motion made by Councilor Jake Ebert, seconded by Councilor Brian Nickerson, and motion carried to open back to an open session.

Mayor Terry Bentele entertained a motion to adjourn the meeting. **Motion made by Councilor Jake Ebert, seconded by Councilor Patty Truax, and motion carried to adjourn the meeting at 8:30 p.m.**

Thea Boesch, Deputy Clerk