

## Truman City Council Minutes June 21, 2021

The regular meeting was duly held at the Municipal Building Council Chambers and by electronic means remotely via Zoom on the 21st day of June 2021 at 5:30 p.m.

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

Absent: Councilor Jake Ebert

Staff present: City Clerk-Treasurer Amy Huber, Utility Billing Specialist/Deputy Clerk Thea Boesch, Utility Foreman Brent Brown, Street Superintendent John Bosshart, and Police Chief Justin Jobe

Also Present: Vicki Beckendorf via remote access, Brooke Wohlrabe, Greg Mitchell, Joe Evans, and Denny Junkermeier.

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

### Agenda

**A motion was made by Mosloski, seconded by Truax, to approve the agenda with the addition of the following items: discuss employee reviews, council goals for remainder of 2021, Burkhardt's coming end of June to review software conversion and impact on financials, next meeting July 6<sup>th</sup>, 5<sup>th</sup> street drainage project, alley discussion, and resignation of Parker Stevens as part-time Police Officer. All yeas – motion carried.**

### Public Comment

None.

### Mayo Clinic Representative, Joe Evans, to present Mobile Health Clinic Information

Joe Evans, Mayo Clinic Operations Manager in Fairmont, addressed the Council with their desire to bring a 28' Mobile Health Clinic to Truman two days a week, every other week. Currently they share the mobile unit with Southeastern Mayo systems and will only have possession of it every other week. Mayo plans to bring the unit to Sherburne beginning the week of July 5<sup>th</sup> and would like to bring it to Truman either the week of July 5<sup>th</sup> or the week of July 19<sup>th</sup>. They hope to have their own unit in the future so they can increase care. The current mobile unit will operate from 8:00 – 4:00 or 8:00 – 4:30, it has two exam rooms, a lab, bathroom, accommodates virtual care and hopefully telemedicine in the future for specialty care, would provide a small amount of OTC medications, some lab work, and will be staffed by Julie Pace, N.P. or April Poolman, N.P. Mr. Evans mentioned they would like to partner with schools to do sports physicals as well as businesses to provide care. Medical Records are also available to the staff on the unit. There would not be any need for electrical hook-ups – is self-sufficient. However, he said they would need dumping stations, but that is something Mayo will take care of. Mr. Evans was specifically wondering if this was of interest to the Truman community and if so, where a good location to park the unit is. It would need to be parked in a safe area and where patients can easily access it – no gravel. Joe passed out information about the unit to the council. He said they would not need a contract with the city, just a place to park without a lot of traffic. Mayor Bentele said the Council will discuss the pros and cons of this and have Amy get back to him.

### C&B/John Deere Proposal

The Proposal from C&B operations that was presented at the prior meeting was discussed. Denny Junkermeier was available to discuss questions or concern of the Council regarding the proposal. One of the items discussed was the timeline to erect the cold-storage building. Denny mentioned the owners of the company have plans for 38 of their John Deere facilities to build, but there is not a definite date of when each of the organizations plan to build yet. Denny said it probably would not happen this year, it is probably a year or so down the road before the Truman facility would be built. Councilor Truax shared her concern that Truman Storage Facility has all their dirt work done and is not sure if it is any longer feasible for them to move their entrance at this point. Councilor Mosloski said the feasibility and cost of developing a new road to the south of the Storage Facility is probably over \$60,000.00 just to cut it down and make it a useable road and it does not make sense for the city to develop the road at this point with no plans of developing anything to the west and it is not currently budgeted. However, Denny pointed out that there was a bid for \$4500.00 from the vendor doing the excavation at the Storage Facility, to cut down the area for a new roadway and that never came to fruition. Denny wondered if it were necessary for the city to develop the entire roadway right now or if only a portion would be sufficient. Councilor Mosloski felt the whole road should be done if they do it. Councilor Truax pointed out that the \$4500.00 bid was only for the time the vendor was working at the Storage Unit because the equipment was there, but since the equipment is no longer there, the costs probably increased quite a bit. Mr. Junkermeier shared his concern for safety with the addition of the Storage Unit now directly behind their shop and the increased traffic because of it. He pointed out that they have a lot of large equipment, which concerns him and said the Council would be surprised at the traffic that comes through their private driveway. He felt signage that it is a private drive may help but did not feel it would help with after-hours traffic and believes that people are simply going to take the shortest route despite signage. Denny is also concerned about giving up an area directly behind the shop with the large equipment and it becoming bottlenecked. He discussed accidents that have happened or near misses because of traffic and poor visibility. There was also discussion about vacating the roadway and if it was even possible to sell the roadway. After much discussion, it was decided that the Council, along with Truman Storage Facility, the building inspector, and Denny should just meet at the site soon and discuss it with everyone present. The City Clerk will contact everyone and set up a meeting soon.

### Review Pickleball/Basketball Court Bids

Greg Mitchell, Engineer from Bolton & Menk, was on hand to discuss the bids recently sent out for construction of the proposed Pickleball/basketball Court. Requests for bids were sent out to three bituminous contractors with the idea that they would serve as the general contractor and subcontract the rest. Only one of the three contractors submitted a bid, which was for \$135,950.00 by M.R. Paving & Excavating. The other two contractors just didn't feel they could fit this project in their schedule at this point. Greg was estimating the project to be closer to \$85,000.00, so the bid was quite a bit higher than he expected. He did contact M.R. Paving today and they said that in the past year or so there has been inflation in materials, etc., of 35-40%. The Engineer pointed out that with only one bid, it is difficult to know if this bid is really in a fair range. Discussion then surrounded around areas that could be changed or pulled from the bid to decrease the cost such as sod/grass seeding, fencing, and surface treatment and just have M.R. Paving take care of the paving and the city serve as the general contractor and hire the other components separately. He pointed out that the contractor bid the fencing at \$27,000, and with only 240' of fencing with no gates, other than powder coated black type fence and the net supports/posts, he felt the cost seemed some on the high side.

Greg felt that if the city had a street project and there were bids out for this project simultaneously, that may create more competition for a smaller project like this. M.R. Paving felt that we are going through a price adjustment in materials, labor, etc., and he did not feel the prices will go back down, which was his opinion, and he did not feel that if we rebid this in the spring, we would see much, if any, decrease in the cost. There was discussion on whether we should wait and ask for new bids again this winter for work to be done in the spring, but that becomes a conflict for the existing grant for the project which has a completion date yet this year. The mayor felt the fencing cost was very high and wondered if someone locally could do that portion. Greg said he contacted someone locally about the fencing earlier today and he said materials have gone up quite a bit, but that his number was quite a bit less than M.R. Paving. Greg suggested the city could negotiate with M.R. Paving and see about pulling out the sod, fencing, and surface treatment, and get a new quote for the rest of the project. Councilor Truax did voice her concern of coordinating several different contractors to handle the various components of the project and how the city was trying to stay away from that scenario and pointed out how long the Council has been working on this and nothing has gotten done and how frustrated people are going to be if the city delays this. Other considerations that were discussed is if the city needs to go back to looking at a concrete base rather than bituminous and having the city staff do some of the work with their own equipment to remove existing base. The Utility Foreman wondered if it would be more beneficial to put the project out for sealed bids perhaps this winter if the city would generate more bids and the city would know what the breakdown of the project costs would be, but the Engineer did not think so. He pointed out that this project is under the \$175,000.00 threshold which would require sealed bids. He said we essentially did invite three contractors to bid the project and he can contact the vendor to find out the cost breakdown of the project/bid. The Mayor felt the City may just have to be the general contractor and go get individual bids. Greg wondered if he should contact M.R. to get a quote on just the grading, paving, 10" of gravel, and tile work and take out the fence, surface treatment, removal of bituminous and posts and hauling it away, and the sod to see what they come back with. Councilor Mosloski also wondered if the City should reconsider the size of the court, perhaps just one pickleball court and one basketball court to reduce the cost. It was also discussed that the City needs to begin to "something" at this point, even if it means starting to remove the existing bituminous and posts, as the community members are going to become very frustrated with lack of action over the past two years, which is when the city received grant funds. It was decided that Greg would contact the Contractor to see if they can provide a cost breakdown and if they would be open to pulling some of the items out in the bid and have them done by other contractors or the city.

#### 5<sup>th</sup> Street Drainage Issue

The City Engineer discussed the issue. He estimated that the drainage problem has probably been there since the street was done in the 80's. There have been discussions about using tile to the north, but that did not pan out. They ended up taking the drainage to the south which ties in with that lift station and storm sewer, but it was not the ideal fit. About two years ago the City looked at ways to drain this and with the storm sewer improvements having been done, there was storm sewer up to 3<sup>rd</sup> avenue and 2<sup>nd</sup> street north. At the time the city was looking at pushing the street improvement project another 2 blocks to get up to 5<sup>th</sup> street. If the city were to do that, they could take the storm sewer further and pick up the drainage, which is really the best option, but it is the most expensive. If you were doing a street project, it would not be bad, but if you are not, it could be around \$1,500,000.00. The other option he mentioned was to somehow drain it possibly to the north and then east to the highway and ditch. If you did extend some type of tile or pipe to the ditch, that would require discussions with MN DOT, and it would depend on the situation with the ditch and if

they have a lot of maintenance issues - they won't like the city redirecting drainage to that area probably. Greg mentioned another option would be to just simply allow that drainage to go to the north and if there is kind of a ditch there that can get through a driveway culvert. If the city is not physically putting pipe in the ditch, then MN DOT will not have as much to say about it. If the city is changing the drainage, then MN DOT may still have something to say about it because ultimately it will go toward Highway 15. Greg mentioned there must be a tile line in the field to the north because that was what was originally planned, but he did not know if the ownership has changed. Councilor Mosloski mentioned he spoke to Mark Hansen a year ago or more and they discussed going north with some of these issues. He said there is a pretty good private tile line that comes about ¼ mile to the north, but there would need to be a study done on it to determine how much water it can handle. Mr. Hansen agreed that if the tile could handle it, he would engage in discussions about it. That area flows toward highway 15 and then into a judicial ditch. Greg mentioned that in the past there was discussion about extending the storm sewer by the community center because there was issues there as well and it may work to extend the storm sewer up to the Bosshart property, but he was not sure without looking into it more. Councilor Mosloski suggested the City break this down into more stages. Greg agreed to contact MN DOT about tapping into the ditch and tiling it back toward the ditch on the east side of 5<sup>th</sup> street to try to get the water off the street and will get back to the Council.

Adopt Rural Service District Ordinance No. 2021-2

**Motion by Mosloski, seconded by Nickerson, to approve the adoption of Rural Service District Ordinance No. 2021-2. All yeas – motion carried.**

Approval to Publish Condensed Version of Ordinance No. 2021-2

**Motion by Nickerson, seconded by Truax, to approve publication of the condensed version of Ordinance 2021-2. All yeas – motion carried.**

Approve Regular Meeting Minutes from June 7, 2021

**Motion by Truax, seconded by Nickerson, to approve the regular meeting minutes from June 7, 2021. All yeas – motion carried.**

Approve City Claims

Check #38864 – 38908

**Motion by Mosloski, seconded by Truax, to approve the Claims totaling \$122,138.03. All yeas – motion carried.**

Approval of Resolution No. 2021-09 to accept American Rescue Plan Act Funds

**Motion by Nickerson, seconded by Mosloski, to approve Resolution No. 2021-09 to accept the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act Funds. A roll call vote was taken, those voting in favor thereof: Truax, Mosloski, Nickerson, and Bentele. Those against: none. Absent: Councilor Ebert. Resolution No. 2021-09 to accept American Rescue Plan Act Funds was duly adopted.**

*The complete Resolution can be accessed at the Truman City Clerk's office.*

Old Business

Update from Prairieland regarding Fall/Spring Clean-up: Billee, from Prairieland, spoke with Thea last week and said that the Prairieland Board did not feel they could do the Saturday clean-up, which was discussed at the last meeting. The Prairieland Board felt if this were done for Truman, it would open a can of worms and they would have to do it for other towns. Councilor Truax pointed out that they are already doing this for Fairmont on Saturdays. She said the other option is perhaps Prairieland could do extended hours during the week since most people are working and cannot accommodate their hours. She felt if they can go to Fairmont two Saturdays in a row, why couldn't they open the HHW a little bit for Truman. Councilor Mosloski pointed out that Truman would like Prairieland to open their whole facility, not just the HHW, so that the residents could bring a truck load of items, whatever they are, and drop them off on a Saturday.

Amy mentioned she spoke to a couple other local towns to see how they handle junk or items resident's wish to dispose of. A couple cities she spoke to said they have a designated week, usually following a city-wide garage sale, where the residents can place the items, they wish to dispose of out on the curb along the street for a garbage vendor to do curb-side pick-up. You could assess the cost back to your citizens or absorb the cost as a budget item. She spoke with Madelia Sanitation, and they would be willing to do this if it is something Truman was interested in doing. The drawback is the junk that sits along the curb during that week before it gets picked up and folks digging through each other's garbage or junk. There most likely would be folks that pick-up items for scrap-iron and haul it away or issues like that or if there is a storm or high winds, where would the trash items end up. Brandon felt the city should stick to a designated day for collection or have roll-offs available at a certain time with people to monitor where items should be placed as residents bring their items to be discarded and just build the cost into the budget, which ultimately is assessed back to everyone. Prairieland quoted roll-offs at \$700/each. A suggested drop off site of the school parking lot or over by the football field area was mentioned and once the roll-offs are full – they are full – and then reassess the need for the following year. There would need to be people available to work at the stations to regulate where items go or groups such as the Boy Scouts, Fire Explorers, or Sentence to Serve to help. Electronics would be an additional cost for the citizens that they would need to pay the day of drop-off. The Council would like to do a clean-up day yet this fall, following the garage sales. It was unclear when the garage sales are this fall, however.

Discuss Scheduling Employee Reviews for July: The Clerk-Treasurer inquired how the employee reviews have been done in the past, noting it was mentioned at the last meeting that the Council would like to do employee reviews in July. She mentioned that if they were done in the evening, the City would need to pay the employees over-time and wondered if that was okay with the Council. She also wondered how late into the evening this would go and if the Council would like to start them earlier in the day if it did not interfere with their work. Councilor Mosloski said in the past, they did them in the evening and had staff come during the Council meeting but started them at 5:00 p.m. and would usually be a closed session unless the employee chose to have it open. The other option Mosloski mentioned is they could be done during the day as a work session with just a couple council members and Amy and the full Council would not necessarily need to be there if it were during the day. The Utility Foreman wondered if the Council could do it the same day they meet with John Deere and Truman Storage Facility. Mosloski felt that when the full Council meets with every employee, it gives them the opportunity to speak directly with each employee but would require paying over-time. After further discussion, it was felt that scheduling the reviews the first and second regular meeting in July would probably be best. If the meeting with John Deere and

Truman Storage Unit will not happen until sometime in July, Amy could try to incorporate some of the reviews at that time if it worked for the full Council.

### **New Business**

Madelia Health Care – The Clerk-Treasurer mentioned Madelia Health Care is very interested in leasing the Truman Clinic that was recently vacated by Mayo Health systems. They are also possibly interested in utilizing another building in town to offer physical/occupational therapy in addition to leasing the Clinic building owned by the city. Amy said Madelia recently had a Board meeting to discuss the matter and she is waiting to hear back from the CEO. She said Madelia staff have toured the clinic already and their CEO said he would be willing to come to a Council meeting once he knows more. The Council brought up the concern if they allow Mayo to come to Truman, how that affects Madelia and that needs to be considered as decisions are made regarding these issues and the City needs to support those that also support the city and utilize our buildings. Amy pointed out the revenue loss without someone in the Truman Clinic, and that the City would need to absorb the extra cost of having another vacant building if Madelia does not lease the Clinic and mentioned that the City is pretty lucky to have Madelia Health Care interested in the Truman Clinic.

Council Goals – Amy mentioned she has a form in the council packets that she asked the Council to indicate their top three goals that they would like to focus on for the remainder of 2021. Especially regarding projects, what they believe the citizens would like to see accomplished, and what can the city afford. She said it would be helpful to her and the staff to focus their attention on the top priorities if we can identify what those are. She asked if they could return their goal sheets to her by the first meeting in July.

Burkhardt CPA's review of Software Conversion – The Clerk-Treasurer mentioned that the software conversion is done, and all the components are now in one accounting system. She thanked Thea and Brent for working so hard to make the utility conversion happen. Amy said she spoke to Greg Burkhardt about a week ago and asked him if he would be able to come onsite for part of a day the end of June to review the data now that the conversion is complete and do some Q&A. If the data is satisfactory, the staff can begin to run financials again for the Council. Greg thought it was a good idea to come on-site to review things, and the Council was fine with that.

It was noted that the next regular Council meeting will actually be on Tuesday, July 6<sup>th</sup>, at 5:30 p.m. rather than Monday, July 5<sup>th</sup> due to observance of Independence Day on the 5<sup>th</sup>.

Gravel in the Alleys – Councilor Mosloski wondered if the Council should consider assessing the gravel in the alleyways to the property owners so that the properties that are getting gravel to their alleys are paying for it. He wondered if it was fair to expect to pay for the alleyway gravel if not everyone receives or benefits from it. It was pointed out that not all alleyways are property of the city too. The other thing Councilor Mosloski pointed out is trying to identify a fair cost to each alleyway, because the needs and amounts vary. The Street Superintendent said it would be helpful to get some feedback from the community members on this. John said that the City of Winnebago does no maintenance to their alleyways. Councilor Truax stated they take care of the alleyway themselves where they live because they use it, so they would not want an additional assessment on it. The Street Superintendent indicated that as folks move in and out of properties, you may not have consistency in the care of the alleyway sometimes.

Resignation from Parker Stevens – The Police Chief stated that he received a letter of resignation from Parker Stevens, one of the part-time officers. He accepted a full-time position with the Fairmont Police Department. Justin said he has one candidate to potentially replace him that is currently working at another agency.

**Motion by Mosloski, seconded by Truax, to accept the resignation of Parker Stevens with regrets. All yeas – motion carried.** The Council expressed their gratitude for his service to Truman.

Complaints at the Campground – The Clerk-Treasurer had a copy of three complaints that were written on the Campground Registration forms from various Campground tenants recently regarding electrical issues. Councilor Nickerson said he went to the electrical shop the Monday morning after it happened and asked them to repair it. This past weekend he went down to the campground and spoke with the campers to see if the electrical was working okay and they all said yes. Brian will follow-up with the electrical company to see what the issue was. Brian said Justin called him about the issue because he picked up the registration forms a week ago Monday and then let him know about the problem. There was also a complaint written up about the golf course too, which has not yet been redone. There was discussion about upgrading some sites to 50-amp sites and then maybe charging more for those sites. Mosloski stated that if the whole current campground electrical needs to be updated, maybe we need to use some of the funds set aside for the expansion to fix the current campground. The Utility Foreman agreed to follow-up with the electrical company that went out to the campground to see what happened and if something more needs to be done with it. Councilor Nickerson inquired about offering the campers that camped the weekend when there were electrical problems a free night stay because of the electrical issues they dealt with.

**Motion by Mosloski, seconded by Truax, to offer all the campers at the campground the weekend of the electrical problems a free night of camping. All yeas – motion carried.**

Councilor Nickerson brought up his concern about the cost of supplies for the campground expansion project. He is worried that if the Council doesn't purchase some of the supplies, the City will end up paying three times the money for it. Specifically, he was concerned about the electrical costs. The Utility Foreman mentioned that the costs have already went up, but he did not see them going up more significantly more than they already have by next year. Councilor Nickerson mentioned he has some plans of what he needs for the campground expansion project, but he does not have the dollar figures on there. He said he had some numbers at one time, but they have all changed. The City is still waiting on the engineer to get back to them with a final plan and permit and until that time, it is difficult to move forward. Councilor Mosloski pointed out that the Council needs to see some numbers for the sewer, electrical, gravel, trees, etc., before they can approve any purchases. He wondered if there needs to be a committee to help him with some of this so it is not such a burden on one person and there has to be a plan as to how much can be done and does it fit into the budget. Brian suggested that the whole thing needs to be done and it really does not make sense to do it in phases. He said people have asked him about using it for Truman Days and he has told them they can dry camp out there, but they need to get some alfalfa or something growing there to park on.

Councilor Nickerson inquired about who pays for the lights at the ballfield. He said the lights are on many times at 4:00 – 5:00 p.m. and it does not get dark until much later. The Street Superintendent said you don't need the lights on to run the score board, that is a separate switch. Councilor

Mosloski wondered if the bill in the list of claims for lights at the ballpark was for the school's ballfield and John thought it was. Brandon then inquired if the Baseball association reimburses the city for those expenditures. The Deputy Clerk-Utility Billing Specialist did not think the City would pay for the Schools ball field lights, but Brandon pointed out that there were two utility bills to the City of Truman for ball field lights. Amy said we will probably need to check with Sherry to clarify what those expenditures are for. Brandon then wondered why the utility bill at Graf Park was so high at \$202.75. John mentioned the streetlights and bathroom lights that are on down there may contribute to the cost.

Councilor Nickerson said he received a complaint about a property with tall weeds in a neighboring property. The Street Superintendent said he will contact Steven to trim it and see if he can spray the weeds too.

Councilor Nickerson then brought up the old Grocery Store that is being redone. They would like to put a fire escape/staircase on the west side. There is currently only one exit. They ordered all new windows, but the windows will not be in until October. They are going to tear off the backside of the building. It was decided that the Building Inspector should be consulted or maybe go through planning and zoning.

Mayor Terry Bentele entertained a motion to adjourn the meeting. **Motion made by Truax, seconded by Mosloski. All yeas - motion carried to adjourn the meeting at 8:17 p.m.**

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**Amy Huber, City Clerk – Treasurer**