

Minutes of the proceedings of the City Council of the City of New Auburn in the County of Sibley and State of Minnesota including all accounts audited by said Council.

Regular Meeting
January 8, 2024

Meeting called to order by Mayor Mandy Grack at 7:03 p.m. at the city office.

Members present: Wayne Schultz, Pam Horton, and Mandy Grack

Members absent: Michael Cotterman and John Wangen

Staff present: Roberta Zaske, Joey Schuft and Fire Chief Bryce Busse

Additions or Corrections to the agenda

Approval of minutes: A motion by Wayne Schultz, seconded by Pam Horton to accept the minutes for December

Reports given:

1. Fire Department – Chief Busse gave his report. Motion by Wayne Schultz, seconded by Pam Horton to accept Roger Trebbensee’s resignation from the fire department effective 1-1-2024, motion carried.
2. Treasurer –report was given and approved
3. Park/streets/buildings- Joey gave his report. The valve was changed in the detention tank.
4. Sheriff –

Resolution, Policies, and ordinances:

Resolutions: 20240108A Transferring funds Motion made by Wayne Schultz, seconded by Pam Horton to transfer funds from checking account into savings account, motion carried with 3 yes, 0 no and 2 absent.

Resolution 20240108B Fee Schedule for 2024 Motion by Wayne Schultz, seconded by Pam Horton to accept the new fee schedule for 2024 but to change the mileage to \$.67 per mile, motion carried.

Resolution 20240108C New Appointments for 2024 Motion Wayne Schultz, seconded by Pam Horton to approve the new appointments for 2024, motion carried.

Resolution 20240108D Allowing wire bank payments Motion by Wayne Schultz, seconded by Pam Horton to allow wire bank payments, motion carried.

Ordinances:

Policy: Update personnel file for 2024 changing verbiage for PTO and ESST – tabled until workshop – no action taken

Unfinished business:

1. Benefits for employees for 2024 – HSA and short term disability, discussion but no action taken.
2. Land we purchased – owner wants to rent out for 2024 – Council agreed they could rent it out, we don’t own it yet.

New Business:

1. Parking in the road right of way- talk to Attorney about our options and tabled until next month.
2. Winthrop meeting on reuse water program – Thursday, January 11th at 5:00 pm. City employees and a few council members will go to listen to what they have planned. No action taken
3. Renew CD – Motion by Pam Horton, seconded by Wayne Schultz to renew CD with the best interest between 1-3 years, motion carried with 3 yes, 0 no and 2 absent.
4. Abdo contract – discussion on the contract and decided not to have Abdo present in March.
5. Minnesota ESST time notice – notice was given to employees, no action taken.
6. Office hours closed for 2024 – no action taken
7. Council meeting dates for 2024 – no action taken but will need to find a date for Novembers meeting.
8. Budget for 2023 - no action taken

Additional items discussed:

1. Clerks Report – no report
2. Curt Reetz – no report
3. Open discussion - City clerk has too many hours in for this pay period with 3 night meetings, closing books for 2023 and preparing for audit.

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Motion by Wayne Schultz, seconded by Pam Horton to approve paying claims #69399-69423 in the amount of \$194,668.37 plus any other normal monthly bills, motion carried with 3 yes and 0 no and 2 absent. Claims paid in December were claims 69362-69387 for \$87,096.85 and additional claims 69388-69398 \$87,567.35
Ck #24010-24012 Payroll \$3,590.77, PERA \$673.79 CK 24024-24026 \$2,938.89 PERA \$542.97 Council payroll 23966-23983 \$6,150.49 Federal taxes for December \$3,588.10 State 4th Qt withholdings \$ 889.72
Motion carried with 3 ayes, 0 nays and 2 absent.

Motion by Pam Horton, second by Wayne Schultz to adjourn at 7:45 pm. Motion carried.

Roberta Zasko, City Clerk-Treasurer