

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 12, 2026

**Meeting called to order** by Mayor Mandy Grack at 7:02 p.m. at the city office.

**Members present:** Pam Horton, John Wangen, Michael Cotterman Wayne Schultz (7:09 pm) and Mandy Grack

**Members absent:**

**Staff present:** Roberta Zaske, Bryce Busse, and Joey Schuft

**Additions or Corrections to the agenda :**

**Open Public Forum:**

**Approval of minutes:** A motion by John Wangen, seconded by Pam Horton to accept the minutes for December meeting, motions carried.

**Reports given:**

1. Fire Department – Chief Busse gave his report. 9 medical calls for the month. A motion by Pam Horton, seconded by Michael Cotterman to approve the Mutual Aid Agreement present by the Fire Chief for Sibley County, motion carried. Fire Relief is changing the by-laws to amend the age to become a firefighter to 18 years old. A motion by John Wangen, seconded by Michael Cotterman to approve a new blood pressure unit for fire department for \$4,899.98, motion carried. A motion by John Wangen, seconded by Michael Cotterman to approve a new firefighter, Grady Schuft to the department as soon as all paperwork is completed, motion carried.
2. Treasurer report – Report was given and approved.
3. Park/streets/buildings- Joey gave his report. KLM will install the screen or have Matt Webb construction do it in spring, they will also have a solid price. Sibley Electric will repair the obstruction light on the tower. City will take Christmas lights down when we have a warm day.
4. Sheriff Report –

**Resolutions, Ordinances and Policy:**

**Resolutions:** **20260112A Authorize to transfer of PID 36.0067.000** A motion by Jahn Wangen, seconded by Wayne Schultz to approve the transfer of PID 36.0067.000 to Jake Properties, motion carried.

**20260112B Transferring Funds to General Account** A motion by Michael Cotterman, seconded by Wayne Schultz to transfer \$60,000 from General checking into general savings, motion carried with 5 ayes and 0 nay, motion carried.

**20260112C Transferring Funds in Storm Water** A motion by Michael Cotterman, seconded by Wayne Schultz to approve transfer of \$50,000 from Storm water to general saving restricted for storm water, motion carried.

**20260112D Donation from New Auburn Fire Department** A motion by Wayne Schultz, seconded by Michael Cotterman to approve a donation from New Auburn Fire Relief of \$4,899.98 for a blood pressure unit, motion carried.

**Ordinances:**

**Policy: 2026 Personnel Policy** Tabled until next month

**2026 Fire Policy** Tabled until next month

**Unfinished business:**

1. STREAMS –Meetings will be the second Wednesday of every month at 2:00 pm by zoom at the city office.
2. SEH - Sam Fink - Working on finishing the PER, will send to RD this month
3. Purchase Agreement and Quit Claim Deed for 7234 7<sup>th</sup> Ave – closing date is January 29<sup>th</sup>
4. Savings Account for water and sewer- A motion by Michael Cotterman, seconded by Wayne Schultz to approve \$4,000 for water and \$4,000 for sewer to put in the savings account each month, motion carried.

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**New Business:**

1. Complaint about snow removal - City council addressed the issue and will talk to the Citizen.
2. New printer for city office – Clerk will start looking for pricing.
3. Advance Resignation Notice Program - City clerk will draw up the program and present to the city council next month.
4. Workshop on Thursday, January 29<sup>th</sup> with Fire Officers to go over fire policies.
5. City audit will be January 20-22 – no action taken.
6. RS Fiber – will have a meeting January 14<sup>th</sup>
7. Local Board of Appeal and Equalization will be Monday, April 20, 2026 at 6:00 pm at city office.

**Additional items discussed:**

1. Clerks Report - no report
2. Curt Reetz – no report
3. Open discussion -

Motion by John Wangen, seconded by Wayne Schultz to approve paying claims #70188-70209 in the amount of \$54,157.46 plus any other normal monthly bills. Claims paid in December were claims 70155-70176 for \$18,864.77 and additional claims 70177-70187 \$22,931.95 Payroll - CK 25052-25054 \$3,377.04 PERA \$608.84 Payroll CK 25060--25062 \$3,037.20 PERA \$608.84 Firefighter payroll CK 25034-25051 \$7,572.68 Federal taxes for December \$4,797.48 State withholding \$1,110.76 and Sales Tax \$1,063.00 Motion carried with 5 ayes, 0 nays

Motion by Michael Cotterman, second by Wayne Schultz to adjourn at 7:52 pm. Motion carried.

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Roberta Zaske, City Clerk-Treasurer