

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

April 13, 2026

Meeting called to order by Mayor Mandy Grack at 7:00 p.m. at the city office.

Members present: Pam Horton, John Wangen, Michael Cotterman, Wayne Schultz 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 March meeting, motions carried.

Reports given:

1. Fire Department – Chief Busse gave his report. 5 medical calls, 2 mutual aid fires for the month.
2. Treasurer report – Report was given and approved.
3. Park/streets/buildings- Joey gave his report. Working on a electric landscaping equipment grant, wants to buy a weed wipe for \$1,275. Will buy road patch for the roads. A motion by John Wangen, seconded by Michael Cotterman to approve to buy 16 loads of gravel, motion carried. Flush hydrants on April 24-25th. Will start irrigating if weather holds.
4. Sheriff Report –

Resolutions, Ordinances and Policy:

Resolutions: 20260413A Resolution to authorize the transfer of PID 36.0147.000 A motion by Pam Horton, seconded by Wayne Schultz to approve the resolution to authorize the transfer of PID 36.0147.000, motion carried.

Ordinances:

Policy:

Unfinished business:

1. STREAMS – We need to install a flow monitoring device by our lift station pump to get an accurate usage, a motion by Wayne Schultz, seconded by Michael Cotterman to install the flow meter, motion carried. The STREAMS bill was introduced to the house today and was heard HF 4942 Status in the House – 94th Legislature (2025-2026).
2. SEH - Sam Fink - The City received a funding package to do our water, sewer, storm water project, but its not enough to start the project. No action was taken. The lead and copper grant we received to replace two galvanized services – we are working on that with no action taken. A motion from Michael Cotterman, seconded by Wayne Schultz to increase our agreement letter from \$5,000 to \$10,000, motion carried.
3. City Audit – City Council reviewed the city audit, a motion by Michael Cotterman, seconded by John Wangen to approve the 2025 city audit as presented, motion carried.
4. Sealcoating the streets – City council decided to hold off with the oil prices going up, we can revisit this in a few months, no action taken.
5. Update on the post office door - I had emailed the USPS and they never responded back, no action taken.
6. Cleaning crew update – they do scrub the floor every time they clean. A motion by Wayne Schultz, seconded by Michael Cotterman to change the cleaning to one day a month instead of two, motion carried.
7. Vacate the street on 10th Ave between 5th and 7th street - A motion by John Wangen, seconded by Wayne Schultz to vacate 10th Ave between 5th and 7th street along with 9th ave between 6th and 7th Street, motion carried.

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New Business:

1. MN lead/copper fee – A motion from John Wangen, seconded by Pam Horton to increase the lead and copper fee from \$.81 to \$1.26 per the state of Minnesota, motion carried.
2. Update the data request policy – working on the change, no action taken.
3. Need to adopt a retention schedule – working on a policy, no action taken.
4. Approval for Justin Nissen to split property – no action taken.
5. James Neville water leak - A motion by Wayne Schultz, seconded by Michael Cotterman to approve 6500 gallons of sewer only, motion carried.
6. RS Fiber agreement - A motion by John Wangen, seconded by Pam Horton to approve the lease agreement for 2 years (July 1, 2025 through June 30, 2027), motion carried.
7. Clarke Mosquito services - A motion by John Wangen, seconded by Wayne Schultz to approve 4 treatments for \$4,040.00, motion carried.
8. Farmers Coop - City approved the co-op they could run a craft fair/farmers market this summer, they plan on 2nd and 4th Wednesday between May and October.
9. 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 - A semi tractor did damage in our cemetery on April 6th.

Motion by Michael Cotterman, seconded by John Wangen to approve paying claims #70275-70303 in the amount of \$29,172.91 plus any other normal monthly bills. Claims paid in March were claims 70245-70268 for \$47,206.43 and additional claims 70269-70274 \$7,942.18 Payroll - CK 25169-25171 \$3,213.47 PERA \$633.24 Payroll CK 25172--25174 \$3,250.23 PERA \$633.24
Federal taxes for March \$2,006.90 Motion carried with 5 ayes, 0 nays

Motion by Michael Cotterman, second by John Wangen to adjourn at 8:27 pm. Motion carried.

Roberta Zaske, City Clerk-Treasurer