

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  
November 13, 2023

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

**Members present:** Wayne Schultz, John Wangen , Pam Horton, Michael Cotterman and Mandy Grack

**Members absent:**

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

**Additions or Corrections to the agenda** to new business add C) trees along road; D) using the alley; E) Danny Kissinger- mail box; F) Security Bank-fraud security

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

**Reports given:**

1. Fire Department – Chief Busse gave his report. 1 fire and 1 accident
2. Treasurer –report was given and approved.
3. Park/streets/buildings- Fixed two shut off valves, ordered 3 loads of dirt for city signs and the County is digging JD5 out.
4. Sheriff –

**Resolution, Policies, and ordinances:**

**Resolutions:** **20231113A Approving the Final 2023 Tax Levy, collectible in 2024** - Motion by Wayne Schultz, seconded by Michael Cotterman to approve the levy as presented, motion carried.

**Ordinances:** **Ordinance 86 Regulating the use of Cannabis and Cannabis Derived Products in Public Places** Motion by Wayne Schultz, seconded by Michael Cotterman approving the ordinance as read, motion carried.

**Policy:** Update personnel file for 2024 changing verbiage for PTO and ESST – tabled until December

**Unfinished business:**

1. Signage for City of New Auburn – Daryl Chaplin is done with the brick work. Motin by Michael Cotterman, seconded by Wayne Schultz to take the four pictures the council narrowed it down to and have the graphic designer work with the pictures, Bobbi will pick the final two if the cost is not more, if cost is more, we will use one picture for final, motion carried.
2. Benefits for employees for 2024 – Mandy will look into the HSA plans, tabled until next month.
3. County/Municipalities Opioid Meeting – no action taken.
4. Hail Damage on buildings – Motion by Wayne Schultz, seconded by John Wangen to buy shingles now and store at city building, motion carried.
5. Cemetery update – Joey has been straightening stones, adding dirt and planting grass. The City still has \$7,400 to use on the cemetery from last years donations.

**New Business:**

1. Pending assessments for 2023 – No hearings on pending assessments.
2. Part time Maintenance – 3 people picked up applications and two applications were returned. One application was pulled. Motion by John Wangen, seconded by Michael Cotterman to hire Randy Bussler for the part time position starting November 20, 2023, motion carried.
3. New Auburn Township asked us to cut the shrub trees down in the road right away on 190<sup>th</sup> Street, Joey will take care of it.
4. We had a complaint about people using the alley for their driveway. Please use the alley for emergency vehicles only. Please have respect for the residents that maintain the alleys.
5. A request for a mailbox for a handicap family.
6. Security Bank – program for fraud - tabled until December, would like more information.

**Additional items discussed:**

1. Clerks Report – no report
2. Curt Reetz – no report
3. Open discussion - Michael Cotterman talked to the Strengthening Sibley’s Future about New Auburn.

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Motion by Michael Cotterman, seconded by Pam Horton to approve paying claims #69329-69356 in the amount of \$19,151.91 plus any other normal monthly bills, motion carried with 5 yes and 0 no. Claims paid in October were claims 69297-69322 for \$21,952.94 and additional claims 69323-69328 \$2,481.22  
Ck #23913-23914 Payroll \$2,814.82, PERA \$542.97 CK 23921-23922 \$2,814.82 PERA \$542.97  
Federal taxes for October \$1,779.84 motion carried with 5 ayes, 0 nays.

Motion by John Wangen, second by Pam Horton to adjourn at 8:26 pm. Motion carried.

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Roberta Zaske, City Clerk-Treasurer