

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
December 11, 2023

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

Members present: Wayne Schultz (7:04pm) , 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 E) buying stamps after January 1st and F) close off during audit January 22-26, 2024

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

Reports given:

1. Fire Department – Chief Busse gave his report. Motion by Michael Cotterman, seconded by Pam Horton for new fire officers for 2024: Fire Chief- Bryce Busse, 2nd Assistant Chief-Dale Brenhaug, and Assistant Training- Lucas Doelger, motion carried. Motion by John Wangen, seconded by Michael Cotterman to purchase new firefighting gloves for \$1,500 for department, motion carried. A motion by Michael Cotterman, seconded by John Wangen to purchase a head set for approximately \$1500.00, motion carried. Motion by Wayne Schultz, seconded by Pam Horton to accept Brian Becker’s resignation from the fire department effective 12-31-2023, motion carried.
2. Treasurer –report was given and approved
3. Park/streets/buildings- Motion by Wayne Schultz, seconded by Michael Cotterman to replace the leaking valve in the detention tank at the treatment plant, motion carried. Bringing truck to get DOT tomorrow.
4. Sheriff –

Resolution, Policies, and ordinances:

Resolutions: 20231211A Assessment of unpaid bills and maintenance to 2024 taxes Motion made by John Wangen, seconded by Michael Cotterman to assess the unpaid utility bills and maintenance for \$3,747.40 to the 2024 taxes, motion carried.

Resolution 20231211B Approving transfer of funds for fire Department Motion by Wane Schultz, seconded by Pam Horton to move \$40,000 from fire checking account into fire savings account, motion carried.

Resolution 20231211C Approving transfer of funds into 4M Fund Motion Michael Cotterman, seconded by John Wangen to approve transferring \$30,000 from General checking into 4M fund, motion carried with 5 yes and 0 no.

Ordinances:

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

Unfinished business:

1. Signage for City of New Auburn – Our signs should be done soon.
2. Security Bank fraud program – decided against it for now.

Closed Meeting at 7:40 pm to talk about benefits for Employees

Opened Meeting at 7:57 pm

3. Employee benefits Motion by Michael Cotterman, seconded by Pam Horton a 4% wage increase for 2024 City Clerk and City Maintenance, motion carried.
4. Workshop to work on employee benefits on Monday, December 18th at 7:00 pm

New Business:

1. SEH update – Justin Black and Sam Fink updated the council. David Krueger has been lobbying, the state has 1.7 billion and the bill request is 4 billion and we are asking for 9 Million. The tour in fall went well. We will need to give another testimony in April and then wait for the final decision. USDA has our paperwork on their desk. Curt Reetz gave us an update on the Winthrop reuse project.
2. A motion by Michael Cotterman, seconded by Wayne Schultz to have SEH work on the I&I report due in December for \$1200, motion carried.
3. State sent certified levy changes for 2023 – no action taken
4. Bobbi go to conference on March 19-22, 2024 Motion by Michael Cotterman, seconded by John Wangen to have Bobbi go to conference in March, motion carried.

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5. Motion by Wayne Schultz, seconded by Michael Cotterman to approve Bobbi to work on January 1st to print end of year reports and take off time during week so no overtime is taken, motion carried.
6. Motion by John Wangen, seconded by Pam Horton to approve to buy stamps in January for the year before the price increase, motion carried.
7. Motion by Michael Cotterman, seconded by John Wangen to close the office during the City audit January 22-26, 2024, motion carried.

Additional items discussed:

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

Motion by Wayne Schultz, seconded by Pam Horton to approve paying claims #69362-69382 in the amount of \$15,944.07 plus any other normal monthly bills, motion carried with 5 yes and 0 no. Claims paid in November were claims 69329-69358 for \$38,879.09 and additional claims 69359-69361 \$7,393.06
Ck #23953-23954 Payroll \$2,814.82, PERA \$542.97 CK 23958-23960 \$3,027.55 PERA \$542.97 Council payroll 23961-23965 \$4,826.20 Federal taxes for November \$1,716.18 motion carried with 5 ayes, 0 nays.

Motion by John Wangen, second by Michael Cotterman to adjourn at 8:09 pm. Motion carried.

Roberta Zaske, City Clerk-Treasurer