

# MEETING MINUTES EMMONS CITY COUNCIL

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Date: April 8, 2024

Time: 7:00 PM

Meeting called to order by: Paul Henschel, Mayor

## CALL TO ORDER

Meeting was called to order by the Mayor, Paul Henschel at 7:00pm

## IN ATTENDANCE

Council Members: Imogene Opdahl, Eleanor Bauman, Neal Honsey, Gary Sorbo,  
City Clerk, Lorry Zasada

Guests: C.J. Gross (ISG); Bryan Petzel (ISG); Michael Novitzki (ISG); Nicole Eckstrom (County Commissioner) and 4 Emmons residents

## APPROVAL OF AGENDA

Motion was made by Imogene to accept the agenda, seconded by Gary. Motion carried.

## APPROVAL OF MINUTES

Motion made to accept the March 11<sup>th</sup> and March 27<sup>th</sup> minutes by Neal, seconded by Imogene. Motion carried.

## APPROVAL OF FINANCIAL REPORTS

Motion was made to accept the financial reports which included current bank activity and disbursements made to pay March bills by Imogene. Seconded by Gary. Motion carried.

## APPROVAL OF BILLS TO PAY

A motion made by Imogene to approve payment of April bills with the exception of Bolton and Menk. Seconded by Gary. Motion carried. Council signed off on list of Claims presented. Lorry will do research on Bolton and Menk for 2022 and 2023 to ensure that there wasn't a duplicate billing and advise council of the findings.

## BUSINESS DISCUSSED

- C.J. Gross provided council with a detailed Engineering Opinion of Project Costs and an Engineering Fee Schedule for review. ISG discussed next steps to get the project moving forward and will work with the city clerk to get the Search grant and USDA grant applications completed ASAP.
- C.J. Gross discussed the upcoming meeting he scheduled with the MPCA to determine where Bolton and Menk left off with the Stipulation Agreement the city signed in January. He will advise Emmons after the meeting as to the outcome of his discussion. His goal is to ensure there will be no more fines assessed to the city and let the MPCA know Emmons is working towards a solution with ISG Engineering going forward to address all Stipulations and requirements of the MPCA. Dead line is May 10<sup>th</sup> for the responses to the Stipulation Agreement. ISG will complete this work at no extra charge to the city.
- A motion was made by Gary to accept ISG as the city's engineering firm and to work with them to complete the city's Wastewater and Sewer Collection system project and was seconded by Imogene. Motion carried.
- A motion was made to adopt a Resolution to accept the MN General Records Retention Schedule by Imogene and seconded by Gary. Motion carried. This adoption will clarify how city records are maintained and how and when they can be destroyed.

- Lorry presented the council with the proposal from Banyon Data for utility billing software and annual support pricing for their review. A motion was made by Imogene and seconded by Eleanor to switch to Banyon Data from GWorks and accept their price proposal plus the module for Disconnection Notices. City will not purchase the Online Bill Pay module at this time as the new Emmons web page also has this functionality. Motion carried.
- Council reviewed various options for a new City Attorney that has experience with municipalities that are dealing with large projects. Paul will call Lee Bjorndal formerly of Baudler, Maus, Foreman and King to discuss the possibility of hiring him or requesting a reference for another attorney that we could interview.

### OTHER TOPICS:

- A resident requested the council approve the building of a fence for their back yard. The yard is partially fenced already. Council approved the additional 60 ft of fence be built as long as it is not in the front of the house but from the driveway to the garage and with materials that match the current wood fencing.
- Residents expressed their concern regarding the Arrowhead Road stating repairs are needed. Council agreed to have the road looked at and get estimates for the repairs. A motion was made by Imogene to get 3 estimates from local construction companies on what it would take to rebuild the road to certain specifications. Seconded by Gary. Motion carried.
- Paul updated the council on the Sabin Property and where things stand with the attorney. Council determined that the city needs to take Ms. Sabin to court to get the judge to allow the city to clean up and/or condemn or demolish the building. A motion was made by Gary to have the attorney proceed with court action, seconded by Neal. Motion carried. Paul will advise the attorney to proceed.
- Council discussed purchasing the AAA State of Play equipment initially for Gateway Park, but have decided the equipment would get more use at the school playground. Nicole Eckstrom mentioned their maybe several grant opportunities available to help pay for the equipment and organizations that may be interested in helping set up the play set. She mentioned Southern MN Initiative Foundation (Tim Penny); the DNR grant "Get Out More"; private sources such as our Am Legion or private foundations; the University of MN Extension, "Empowering Small Communities" (Steve Carlson). She also mentioned that the "Sentencing to Service" program might be able to offer labor to put the equipment together.
- Nicole advised the council that the County Commissioner's office would be willing to write a letter to the USDA to upload with our RD Apply application.
- Imogene mentioned that funds should also be allocated to the Library as there are some repair and maintenance items that will require some funding. She proposes allocating \$20,000. No motion was made, topic tabled for a future discussion.
- Council requested letters sent to property owners to clean up junk around their homes and the school.

### ADJOURNMENT

- Motion to adjourn was made by Imogene and seconded by Gary. Motion carried.  
Meeting adjourned at 9:40 PM

### NEXT MEETING

Next meeting will be May 13th at 7:00 PM

Respectfully Submitted By:

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Lorry Zasada  
Clerk/Treasurer