

# MEETING MINUTES EMMONS CITY COUNCIL

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Date: January 8, 2024

Time: 7:00 PM

Meeting called to order by: Paul Henschel, Mayor

## IN ATTENDANCE

Council Members: Imogene Opdahl, Eleanor Bauman, Neal Honsey, Gary Sorbo, City Maintenance, Danny Christenson and City Clerk, Lorry Zasada  
Guests: County Commissioner, Nicole Eckstrom

## APPROVAL OF MINUTES

Motion made by Imogene. to approve the Minutes from December 11<sup>th</sup> meeting, seconded by Eleanor. Motion carried.

## FINANCIAL REPORTS

Bills to be paid were reviewed by the council. Council requested more detailed invoices from Bolton & Menk. Motion made to accept the financial report and pay the bills by Neal and seconded by Imogene. Motion carried.

## BUSINESS DISCUSSED

- Nicole Eckstrom updated the council regarding the county board increased a 2.8% levy in December. Majority of the increase is in insurance and salaries for elected officials, county attorney and sheriff's department. Nicole has discussed with the Sheriff in getting more patrol presence in Emmons.
- Danny Christenson advised the council that he needs a new Flow Meter for the Sewer Plant that will cost \$8400. Last one was installed in 1996 and hasn't been working properly for over a year and replacement parts are no longer supported by the manufacturer. Council approved ordering the meter. Motion made by Imogene to purchase the new meter, seconded by Neal. Motion carried.
- Council discussed the need to get a final estimate on the sewer project pond system from Bolton & Menk. Paul will contact John Graupman and request their estimate. City of Alden using Bolton & Menk spent approximately. \$30-\$35MM that included new piping and water tower and have stated they were very satisfied with their project and Bolton & Menk's services. Council is requesting quotes from other Engineering firms for comparison.
- Mayor Henschel, Neal Honsey and Danny Christenson were requested to attend a meeting in Rochester with the MPCA to discuss waste water violations that occurred during 2021-2022 based on sample testing submitted. The MPCA assessed a fine in the amount \$10,750. Motion was made to pay the fine by Neal and seconded by Gary. Motion carried.

- Council determined in the December 12<sup>th</sup> Workshop to pay out 100 hrs. of PTO to Danny Christenson and as of January 2024 payroll, to increase his salary \$3.00/hr. and increase the HSA by \$.95/hr. Motion was made by Gary to retroactively approve the PTO payment and the January salary changes, seconded by Imogene. Motion carried.
- Council reaffirmed the following:
  - Albert Lea Law Enforcement contract will continue for 2024 for the city of Emmons
  - Hill, Benda, Skov and Bernau are the official city CPAs
  - Peterson, Kolker, Haedt & Benda are the official city attorneys for Emmons
  - Security Bank is the official bank and depositories for the city of Emmons
  - Albert Lea Tribune is the official newspaper for the city of Emmons
  - Imogene Opdahl is Mayor Pro-Tem and Library; Neal Honsey is Sewer Dept. and Park; Eleanor Bauman is Water Dept.; Gary Sorbo is Street Dept.

Motion made to accept these annual assignments by Neal and seconded by Eleanor. Motion carried.

- Council discussed an increase to the salaries of the mayor and council members that will bring them up to an amount close to what other towns in the area are paying. Council member salary was proposed to be set at \$100/meeting and Mayor salary at \$110/meeting beginning January 2024. Motion made by Gary and seconded by Eleanor. Motion carried.
- A playset at the Gateway Park was destroyed last year during a storm and insurance has determined they are willing to pay \$7707 and requesting the city proceed with ordering the new equipment. Council reviewed various playset options and made a decision to purchase from AAA State Of Play. Motion was made to go ahead with the purchase by Gary, seconded by Eleanor. Motion carried.
- WCTA provided a quote for a new phone system, current system is from the 1970's and is no longer supported by WCTA. Council agreed a new system is needed. Motion made to purchase the new system by Neal, seconded by Eleanor. Motion carried.
- City Clerk requested the \$300 purchase of State approved financial software that will manage fund accounting, payroll and state reporting. There is no current software in use to do these tasks other than Excel spreadsheets that have to be maintained updated annually and have been known to contain errors on tax amounts and other calculations. Motion was made by Eleanor to go ahead with the purchase, seconded by Gary. Motion carried.

## ADJOURNMENT

- Motion made to adjourn by Neal and seconded by Imogene. Motion carried. Meeting adjourned at 9:12 PM

## NEXT MEETING

Next meeting will be February 12th at 7:00 PM