

## REGULAR CITY COUNCIL MEETING

February 14<sup>th</sup>, 2023

Pursuant to due call and notice thereof, a regular meeting was duly held at City Hall at 7:00 PM on the 14th day of February 2023.

Council present: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale.

Council absent: None

Mayor: Brian Anderson presided over the meeting.

### **Councilman Christopher Quale Oath:**

Councilman Christopher Quale was sworn in to the position of council member which he was appointed to at the January 24<sup>th</sup> council meeting.

### **Agenda:**

Motion made by Ella Noterman, seconded by Michael Cherney, to approve the City Council meeting agenda. Votes in favor: Karen Ruechel, Michael Cherny, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

### **Approval of Minutes:**

Motion made by Michael Cherney, seconded by Karen Ruechel, to approve January 24<sup>th</sup> meeting minutes as presented. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

### **Approval of Timecards:**

Motion made by Ella Noterman, seconded by Michael Cherney, to approve the January timecards. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

### **Old Business:**

Christopher Quale was appointed by the Mayor as the Prairie Visions representative, a member of the EDA Board and a member of the Personnel Committee.

Motion made by Michael Cherney, seconded by Ella Noterman, to approve the Christopher Quale being appointed to Prairie Visions, the EDA Board and the Personnel Committee. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

A discussion was held about the Quale property. The council determined that where Lions Street SW sits currently is the correct location for the street and that future construction to install the street the way it is currently plotted would not be reasonable to the current landowners on the street. The city attorney informed the clerk that replotting the road to where it is currently located would not be the correct course of action. He said that the City of Adams should vacate a portion of Lions Street SW to where they believe the road should be replotted.

Motion made by Karen Ruechel, seconded by Michael Cherney, to approve that the City Clerk move forward with the process of vacating a portion of Lions Street SW. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman. Christopher Quale abstained from voting. Votes against: None Motion carried.

Discussion was held about a possible site for a Veterans Memorial for the City of Adams. One location discussed was on the East side of town beside the Emergency Services Building along Highway 56. The clerk was going to investigate the situation further.

**Police Report:**

None to report

**Fire Department Report:**

A discussion will be held with the fire chief about DOT inspections on the trucks. It was agreed last meeting that Dillon Heimer would inspect the trucks acting as a secondary employee of the City of Adams, but after some time to think about the situation, the council feels like this will be a conflict of interest.

A person was contacted to help the Adams Fire Department with writing grants. He seemed interested in helping.

**Maintenance Department Report:**

The maintenance department is nearly finished repairing the mower. They are just waiting on the correct parts and then they will have the mower ready to go on an auction.

The maintenance department has been working with the new iPad that was purchased. They are getting it set up to help them with the lead and copper inventory that the State of Minnesota is requiring.

The maintenance department has been working on the pumps at the treatment plant. They had to replace a motor in one and they are working on shafts for the grinders.

**Prairie Visions Report:**

No business to report

**Approval of Bills:**

The bills payable for January were reviewed by the City Council.

Motion made by Karen Ruechel, seconded by Ella Noterman to approve payment of the bills as presented. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**Financial Report:**

The city clerk presented the December 31<sup>st</sup>, 2022 financial statements.

Motion made by Karen Ruechel, seconded by Michael Cherney, to approve the financial statement as presented. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**Mower County Sheriff's Department Contract:**

The Mower County Sheriff's Department provided the City of Adams with a new contract to provide law enforcement services and to enforce the City's ordinances for the next two years (2023 & 2024) with a 3% increase in the annual service fee each year.

Motion made by Ella Noterman, seconded by Michael Cherney, to approve the contract with the Mower County Sheriff's department through the year 2024. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**CLA Master Services Agreement & Statement of Work for Audit Services:**

Clifton Larsen Allen LLP sent out their annual Master Service Agreement letter specifying their services, objectives, responsibilities, procedures and fees for the upcoming audit with the City of Adams.

Motion made by Ella Noterman, seconded by Michael Cherney, to approve the Master Services Agreement with Clifton Larson Allen LLP for the 2022 audit. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

Clifton Larson Allen LLP sent out their annual Statement of Work for Audit Services letter specifying their services, objectives, responsibilities, procedures and fees for the upcoming audit with the City of Adams. The 2022 audit is projected to cost \$15,300.00.

Motion made by Ella Noterman, seconded by Michael Cherney, to approve the Statement of Work for Audit Services with Clifton Larson Allen LLP for the 2022 audit. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**Building Permits:**

Adams Builders Supply applied for a building permit for a 25' x 40' lean to addition at 205 Commerce Street.

Motion made by Karen Ruechel, seconded by Michael Cherney, to approve the issuance of building permit to Adams Builders Supply. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**Tobacco / Cannabis Ordinance Review:**

After multiple inquiries from business owners the city clerk updated the tobacco ordinance to include the permitting and sale of cannabinoid products. The council reviewed the ordinance and noticed that a couple changes need to be made. The clerk will make the necessary changes and the ordinance will be reviewed again for approval of passage.

**Resolution #02-2023:**

A resolution supporting the Mower County Trail Committee with a Federal Recreation Trail Program Grant Application. The Mower County Trail Committee plans on using the grant money to purchase three new drags to groom snowmobile trails.

Motion made by Ella Noterman, seconded by Christopher Quale, to approve Resolution #02-2023 to support the Mower County Trail Committee's grant application. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

**Parking Complaints:**

There was a complaint about semi-trucks and trailers parking in the alley South of Heimer Foods overnight. The clerk was asked to talk to the owner of Heimer Foods and see if he could get the trucks to park on Commerce Street if they were going to be staying in Adams overnight.

Motion made by Michael Cherney, seconded by Ella Noterman, to adjourn at 8:00 PM. Votes in favor: Karen Ruechel, Michael Cherney, Ella Noterman and Christopher Quale. Votes against: None Motion carried.

Jake Goodale

Clerk/ Treasurer