

MINUTES

City of Concordia Board of Alderpersons Regular Meeting

Location: Concordia Community Center, Room 202
802 S. Gordon Street
Date: Monday, July 05, 2022
Time: 5:00 P.M.

The July 05, 2022, regular meeting of the Board of Aldermen of the City of Concordia was called to order at 5:00 P.M. with Mayor Michael Brown presiding. The Aldermen present were Kaleb Nierman, Mary Beth Scherer, Wayne Lindemann, Alderman Beth Kruse

Also in attendance were Roberta Christianson, The Concordian, Dale Klussman, City Administrator, Rosalind Richter, City Clerk, Jody Bergman, Park and Recreation Supervisor

Mayor Brown requested a roll call to establish a quorum of the Board:

Alderman Nierman: **Present**
Alderman Kruse: **Present**
Alderman Lindemann: **Present**
Alderman Scherer: **Present**

Mayor Brown declared a quorum present and led the room in the Pledge of Allegiance.

The Minutes of the June 20, 2022, regular meeting of the Board of Aldermen was presented for discussion. Alderman Kruse made the motion to accept the Minutes of June 20, 2022, as presented. Alderman Lindemann seconded this motion. Mayor Brown requested votes recorded by the Yeas and Nays, with 4 Aldermen voting in the affirmative and 0 Aldermen voting Nay. Mayor Brown declared the motion duly passed with the minutes of the June 20, 2022, regular meeting accepted **and approved**.

The proposed budget amendment was reviewed and discussed. Administrator Dale Klussman presented Bill 2022-30 for Board consideration as a proposed Ordinance amending the FY 2021-2022 budget. Administrator stated expenditures are as he had predicted for the next quarter.

Dale explained expenditures were transferred due to Wegener Tree Removal and transactions as well as from the retirement payout that was not planned when the 2021-22 budget was created.

Alderman Kruse made a motion to introduce Bill No. 2022-30 by title only for the first reading. Alderman Scherer seconded this motion. There being no discussion,

Mayor Brown requested votes be recorded by the Yeas and Nays, with the vote recorded 4 voting in the affirmative and 0 Aldermen voting Nay. Mayor Brown declared the motion passed and read:

AN ORDINANCE TO AMEND CERTAIN FUNDS OF THE CITY OF CONCORDIA FOR THE FISCAL YEAR 2021-22 BUDGET AND APPROVE EXPENDITURE BUDGETS AND ADJUST REVENUE BUDGETS FOR THESE FUNDS AS REQUIRED.

Alderman Kruse made a motion to accept Bill No. 2022-30 by title only for the second reading. Alderman Nierman seconded this motion. There being no discussion, Mayor Brown requested votes be recorded by the Yeas and Nays, with the vote recorded 4 voting in the affirmative and 0 Aldermen voting Nay. Mayor Brown declared the motion passed and read:

AN ORDINANCE TO AMEND CERTAIN FUNDS OF THE CITY OF CONCORDIA FOR THE FISCAL YEAR 2021-22 BUDGET AND APPROVE EXPENDITURE BUDGETS AND ADJUST REVENUE BUDGETS FOR THESE FUNDS AS REQUIRED.

Alderman Kruse made the motion to request a Roll Call vote on Bill 2022-30, with the City Clerk recording the vote. Alderman Lindemann seconded this motion. There being no discussion, Mayor Brown requested votes be recorded by the Yeas and Nays, with the vote recorded 4 voting in the affirmative and 0 Aldermen voting Nay. Mayor Brown declared the motion passed and requested City Clerk Richter to conduct and record the Roll Call vote:

Alderman Nierman:	Yea
Alderman Kruse:	Yea
Alderman Lindemann:	Yea
Alderman Scherer:	Yea

The results of the roll call vote being 4 in the affirmative and 0 Alderman voting Nay, Mayor Brown declared Bill 2022-30 duly passed as an Ordinance of the City of Concordia and assigned the Ordinance Number 1659.

The Claims Register dated 7/01/2022 was reviewed for consideration of payment authorization. Administrator Dale Klussman discussed the expenses paid to himself due to usage of his own personal credit card for a charge to purchase the security cameras from Wolfcom. The reason for doing so was as the payment had to be made in such a time in order to get the reimbursement from MIRMA. Total charge was \$4, 888.00. Mr. Klussman also discussed the Chamber of Commerce membership that was received after the claims register list was completed, the annual cost is \$70.00. City Clerk requested three additional expenses to be paid as well, CNH Capital, for blades purchased for the new Cub Cadet of \$86.97 parks and recreation fund, Police Academy first

installment for training fees which had been previously authorized of \$1,277.00 police fund, and Wex Card for fuel cost under traveling expenses for Alderman Kruse to attend the MML Newly Election Conference, and also police fuel, cost code separated accordingly.

With no further discussion, Alderman Kruse made the motion to introduce Resolution No. 2022-R-20, authorizing payment of the bills consolidated by fund as shown on the Claims Register Report as well as the additional expenses to be paid.

Alderman Scherer seconded this motion.

Alderman Nierman asked about Cintas expense as to why the cost was higher than normal, Administrator Klussman addressed there were two shirts that have not been returned by an employee who had resigned, and two new employees have been added to that cost as well. Also noted was the contract is being reviewed, however it is not up for another year.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, 0 Aldermen voting Nay. Mayor Brown requested a roll call on Resolution 2022-R-20, the votes recorded as follows:

Alderman Nierman:	Yea
Alderman Kruse:	Yea
Alderman Lindemann:	Yea
Alderman Scherer:	Yea

Mayor Brown declared the motion adopting Resolution 2022-R-20 duly passed 4/0.

Under **Old business**, Alderman Nierman asked Jody Bergman what the estimated time frame is to have the area cleaned up. As it is viewable to the public and is embarrassing to have what looks to be junk be viewed by those driving by or sitting in the stands at the games and noted this is something has been an ongoing conversation for quite some time. Alderman Nierman asked is the items scrap that needs hauled off? Mayor asked if there was anything the City can do to help with getting it cleaned up. Mr. Bergman requested the position be filled as it would help tremendously. As it is now there is no time for that area as there are other areas that hold priority to ensure other areas are safe and need to be addressed first. Mayor Brown asked if a storage building would help, or a privacy fence. Mr. Bergman agreed it would be helpful to have a storage, but a more financial and quicker fix would be adding a privacy fence of some sort to remove it from the view of public.

Alderman Lindemann asked about the position, it was advised that position has been placed on hold to review the position duties, as well as wages. There have been three applicants, but it was done after the decision was made to place it on hold. Applications are good for one year and will be reviewed once clear decisions have been made on that position.

The council agrees the area does need cleaned as quick as possible, in the meantime Dale Klussman will call for pricing on a privacy fence.

Under **New Business**, Administrator Klussman presented the Organization Resolution and Agreement for Credit Card Program. Mr. Klussman advised this is in order for the City Clerk to be listed as the "officer" to the Visa Card that the City holds. As it is now the name previously listed was the last city clerk, and it needs to be updated with current information.

Alderman Kruse made a motion authorizing the Resolution and Agreement to make City Clerk, Rosalind Richter as the new officer for the Visa Credit Card. Alderman Scherer seconded this motion.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, 0 Aldermen voting Nay.

Mayor Brown declared the motion passed and requested City Clerk Richter to conduct and record the Roll Call vote:

Alderman Nierman:	Yea
Alderman Kruse:	Yea
Alderman Lindemann:	Yea
Alderman Scherer:	Yea

The results of the roll call vote being 4 in the affirmative and 0 Alderman voting Nay, Mayor Brown declared resolution adopting to add City Clerk, Rosalind Richter as the designated officer for the City of Concordia Credit card program.

Next on the agenda, Administrator Klussman discussed with the board a review of 3rd Quarter Budget Status. According to Original Budgeted revenues, and amended revenues to date, the June 30, 2022 amendment is on course and no real surprises. The anticipated general fund revenues sit at \$1,972,717.37 for Third quarter. The bulk comes from Sales Tax, the current trends indicate that sales tax will finish at or above budgeted revenues. And sales tax collections are on track to finish over the FY 2021-22 budget revenues.

Franchise fees, current trends support that Franchise fees for electric and telephone will finish at or above budgeted amounts as well. We anticipate the

semi-annual Gas Franchise fee will arrive in the July time frame as there is only two payments made each year. Cable franchise will finish lower than budgeted.

During the discussion, Administrator Klussman advised the goal is to always have 15% in reserves.

Alderman Lindemann asked about the South Side park project, Klussman advised the work is being held up due to a miscommunication between engineers. However, is getting back on track to ensure the lines are underground, and the tree removal has been done. As for the hold on playground equipment there is still a lot to do to make sure the area is conditioned to receive the equipment such as making sure all lines are buried, the ditch being filled in and the estimated time for completion on that is around September 2022. According to Jody Bergman one company is estimating only a 6-12 week turn around time for the equipment at this time, this could change but we are not ready to purchase the equipment just yet per Klussman.

Next, Dale Klussman received a request for permission of use of roads for a 5k run and 3k Walk on July 16, 2022 from 7:00 AM to 9:30 AM to the Concordia Mission Institute.

Alderman Kruse made a motion to accept and approve permission to the Concordia Mission Institute to hold a 5K run and 3k walk and use of roads during the 7:00 to 9:00 AM timeframe to be held on July 16, 2022.

Alderman Nierman seconded this motion.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, 0 Aldermen voting Nay.

Mayor Brown declared the motion duly passed 4/0.

Next, Administrator presented to the Board requesting action to grant a Tasting Permit to Bratcher's Grocery Store pursuant to Section 600.020 (C) of the Concordia Municipal Code. Bratchers in the past has requested this permit and requested on the 2022-23 Liquor License renewal application and has paid for the permit cost of \$37.50.

Alderman Scherer made a motion to authorize and to send a letter to grant a Tasting Permit to Bratcher's Grocery Store.

Alderman Kruse seconded this motion.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, 0 Aldermen voting Nay.
Mayor Brown declared the motion duly passed 4/0.

Next, Administrator Klussman received a request for reimbursement of a Water Disconnect Fee for 304 Laura Lane as they used Front Desk to make payment on 6/22/2022. The council asked when the deadline was to have payment in before shutoff happened. They were advised the 20th of each month before 9:00 AM is the normal shut off date, however that date was extended to the 21st of June, 2022 as administration felt it was best to extend shut off one extra day since some residents may have thought that City Hall was closed for the Juneteenth holiday, even though it was not.

Alderman Lindemann made a motion to deny the request for reimbursement of a Water Disconnect Fee of \$25. The council asked also if the residence had any other delinquencies, it was advised 12 times total in past, unclear as the time span per the History Inquiry report.

Alderman Kruse seconded this motion.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 0 Alderpersons voting in the affirmative, 4 Aldermen voting Nay.

Mayor Brown declared the motion duly passed 4/0.

Next, under new business the discussion of Drinking Water ARPA Application. Administrator Klussman discussed the elements of the Water application for ARPA Funding, and based on the water distribution study and our own Risk & Resiliency report the city and priorities demonstrated in the call for the application on this round of funding, and propose the boards consideration of the following projects under the upcoming ARPA (Water) grants:

- Constructions of a structure to cover the settling basins at the Water Treatment facility.
- Security Fencing of the Water Treatment Facility
- Security Camera System for Water Treatment Area
- Security Fencing of Clearwell Tank Area
- Mixing System added to the North Water Tower
- Security Fencing of North Water Tower
- Optional Security Camera for North Tower

Dale will also meet with ADT to discuss systems they offer, and pricing and will bring to the Special Meeting being held on July 11, 2022 at 6:30 PM.

Alderman Nierman expressed his opinion on a company monitoring service vs. having just video footage to view if something were to happen. In his experience the amount of money you pay for that service does not always seem cost efficient. The response time is not always the greatest and the service, could be costly as opposed to if the officials were to just view the footage themselves.

Total grant application currently calculates to \$483,940.00 for items 1 through 6.

Under City Administrators report, the City Clerk was asked to speak on behalf of licensing. It was advised that all businesses requiring a liquor license has been turned in 2022-23 year. In discussion of the process, it was advised we look at the way this is processed, and what the requirements are under the current City Ordinance for renewals of liquor licenses. The opinion of the City Clerk is that the state already has available all information and would not issue a new license if they were not current on taxes, if the business was not in good standing, as well as their other requirements. The Council and administration will review the ordinance and discuss further in another meeting.

Next, Dale provided a copy of the email received from Tyler Riordan, Republic Services Sales manager stating the General manager Dillon Pierson, and Operations Manager, Andrew Kelne has determined the recycling roll-off wouldn't be a feasible option due to its current recycling market but can be addressed at the start of Quarter 4 with staffing wise and with roll-off drivers, etc.

They both look at things like the Operation cost, and efficiency scope, including how routes are streamlined and ensuring enough drivers/truck are available on a given day/week/month as well as the price being charged, per driver's stops per day. At this time Republic will decline to offer this service to the City. Finding recycling facilities close and take the volume City of Concordia has is a priority, and will be reviewed, just not right now it is not an option.

It is the Council's suggestion to advise Republic Services the two-year notice that is required, that the City of Concordia will begin requesting bids for a new contract for the city's waste disposal services.

Under Mayor's report, a reminder of the Special Meeting being held on July 11th, 2022 at 6:30 P.M., also the Regular Board of Alderman meeting time change to 5:30 P.M will begin July 18th, 2022.

Mayor Brown presented to the council, Katlin Murray's resignation due to moving out of state and will no longer be able to serve on the Recreation Board.

Alderman Kruse regretfully accepts the resignation from Katlin Murray.
Alderman Scherer regretfully seconds this motion.

With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, 0 Aldermen voting Nay.

Mayor Brown declared the motion duly passed 4/0.

Under Alderman's report, Alderman Scherer first wanted to say thank you to the City Clerk, for sending out reminders of all meetings scheduled for the boards.

Also discussed were the minutes from the Planning and Zoning meeting held on June 28, 2022. Alderman Scherer pointed out there was a few suggestions regarding bringing in more housing into the city, and more affordable housing. To keep Concordia thriving is not letting the population drop less than 2500, making sure businesses remain here as well.

Alderman Lindemann discussed the meeting he was part of with Dale Klussman, as he was here in office when Republic Service was present, so he sat in with the Administrator. Alderman was excited to know that recycling could be coming back as he thought the meeting went well, and is upset to know that Republic has since changed it's mind.

Alderman Lindemann also stated he was able to go to Alma and look at the new overlay the town had put down on their main street. Looks forward to seeing that same product be used here in the City of Concordia.

Alderman Kruse advised the tour at Whiteman is held this week and looks forward to being part of it.

Alderman Nierman, no report at this time.

Mayor requested motion to adjourn. Alderman Kruse made a motion to adjourn. Alderman Nierman seconded this motion.

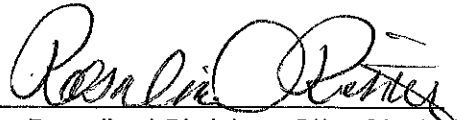
With no further discussion, Mayor Brown requested votes recorded by the Ayes and Nays, with 4 Alderpersons voting in the affirmative, and 0 Aldermen voting Nay.

Mayor Brown declared the motion duly passed 4/0.

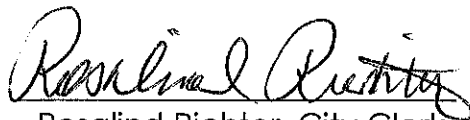
Meeting Adjourned.

Time noted: 7:03 P.M.

Respectfully Submitted


Rosalind Richter, City Clerk

Approved this 18th day of July 2022


Rosalind Richter, City Clerk


Michael T. Brown, Mayor