

## JASPER CITY COUNCIL MINUTES

### Regular Meeting-June 13, 2023

The Jasper City Council of the City of Jasper met in-person on **Tuesday June 13, 2023**.

Members present: Mayor Mike Baustian; Council members: Kim Lape, Deb Plahn, Brian Sievert, Tim Houg;  
Employees present: Trinidad Garcia Clerk/Treasurer, Asst. Clerk/Treasurer: Maggie Erickson; Public Works  
Superintendent: Brian Thode, Asst Public Works: Angel Garcia; Pipestone Star: Kyle Kupal;

Community members: Kim Drew, Jim Velkamp, Lisa Peterson, Alex & Linda Schafer, Mark & Cindy Jamison,  
Todd & Sianna Johnson, Peggy Galbrandson, and Eric Pauli

Mayor Baustian called the Regular Meeting to order at 7:00pm followed by the Pledge of Allegiance;

#### Community Concerns:

- **Alex Schafer** – Alex presented to council the reason for being present at the meeting. Alex explains that he put up a partial fence in his backyard, has ducks present, and tore out a sidewalk in front of his house because the side was “pretty sketchy”. Alex was not aware that he was doing anything wrong. He wants to make corrections going forward. Mayor explained that any outside structure changes to the exterior work requires permission/permits. Alex states anything that Council wants him to do he will do to correct the problem. The Mayor explains that Alex will need to apply for the proper permits. Alex replies that he has already done that. Clerk corrected that Alex requested a permit for the fence that he is in the process of installing but the sidewalk needs to be discussed. Mayor explained the current sidewalk replacement program is available to help with 50% of the cost. Clerk explained that the sidewalk was removed and grass seeds have been placed, so the current area is grass. Asst. Public Works explained that the side walk needs to be replaced. Alex states that he will start working on replacing the sidewalk next week. Mayor explains to apply for the paper work first. Alex confirmed that the ducks have been removed from his property too.
- **Randy Larson** – Not present
- **Reclaim** – Not present but called prior to meeting to explain that they will be taking the food pantry mini shed to use to sell vegetables to the community.
- **Kim Drew** – Working with Metro Communications for SD dispatch. This will make is easier to work with SD and prolong the time it takes to call Pipestone and have Pipestone dispatch Jasper. Kim, Jim, Mike Hamann, and Jeff went down to Metro Communications to visit. Pipestone County purchased the system for \$5337.36 and Kim and Jim came to the city to request the City to put in 1/3 of the payment with the Ambulance putting in 1/3, Fire Dept putting in 1/3, and the County putting in 1/3. 1/3 would be \$1779.12. Jim V. explained that Mike Hamann asked if the Ambulance and Fire Dept can share the cost of 1/3 each with Pipestone County. So, the City is off the hook for the cost. Jim V. said to cut a check from their account to the attention of Mike Hamann since he is taking care of this project. Kim addressed her next item and explained that she has people on their squad that are CPR instructors and the Ambulance would like to purchase 2 trainer defibrillators for \$1819. Four people on the squad can perform CPR classes, they can cover the squad and the Fire Dept. Talked about offer a hands-on CPR class to offer to the community with a coffee group setting. Finished the Medicare (Federal) (54pg rpt) and the State report. It is believed that the Medicare report is a one-time deal. AED equipment in the City buildings expired and need batteries and packets replaced. City can use the Ambulance discount through Bound Tree.

- **Lisa Peterson** – Came to represent the Quartziter Club for Quarry Days on July 14-16, 2023. Lisa explained last August 2022 the Quartziter Club had to break away from the City and filed with the state for their 501C3 status. Currently Lisa is working with the City to determine what is owed to the Quartziter club. When the Goat Club ended, they gave remaining funds to the Quartziter club. One member of the Goat Club feels that the funds do not belong to the Quartziter club. Funds are also sitting in a Money Market account that has not been identified, somewhere in the vicinity of \$10K. Lisa explained that she was not part of the Goat club when this took place and she is looking for clarification from the City. They are also figuring out the piece of getting insurance coverage. Also wanting to know if the City wants to help since the Quartziter club is also promoting Jasper's 135<sup>th</sup> anniversary. Wondering where port-a-potties can be placed and various things to make sure everyone is on the same page. Council questioned what the Goat club wants with the money. Lisa explained that the Goat Club disbanded and gave the funds to them. She isn't sure any legal action can be taken since nothing is in writing. One member from the Goat club feels that the money should go back to the Goat club and the founders. Lisa asked Brian T. if he remembers anything since, he was part of the board at that time. Brian T. states he doesn't remember anything. Same one member is also the sole signature person for the All-School Reunion club too. A lot of battles of who's money is who's. Quartziter's explains that there has been a lot of friction with a lot of different things in this town and they are just trying to promote one thing, to bring back the Alumni after 30 years of the school closing and to celebrate Jasper. All School Reunion funds give \$1,200 to Terry Skyberg for the rental of the building for the Memorabilia room, pay for postage and are paying half of the band. Trinidad explained that she went to the bank to look into a Money Market account and only found 2 accounts for the City (1 checking/1 money market). If there is an account in the Quartziter's name then they would need to go to the bank to address that directly. Quartziter's looked through everything that Trinidad gave them at the Quartziter meeting that would have been in their account. Lisa states that she is not looking to start anything but looking to see where they sit and guidance where to determine if they need to continue with fundraisers to keep going. Told by a member that they should just quit everything and not prompt the City. Lisa did not feel that way, she graduated here and is very proud where she grew up. Council is not sure what grounds they have to tell the Goat Club anything and they are not sure how long ago it was since they disbanded. Council questions how they are doing financially. Lisa explains that this year they are doing alright but will have to continue fundraisers next year to keep going. All School Reunion is every 5 years, so they have time to make up for that. Looking for the Cities opinion if they should continue or not. Mark Jamison asked to give his opinion on this matter. Mark asked would it be helpful to have the City write a letter to the person who is holding the money to disburse it to the Quartziter club as a request. Lisa states this has been done how many years ago and wonders if "we are barking up a tree that we don't need to be barking up". Mayor explains it's like an evolution of a community club. It was called the Goat Club and now it is called the Quartziter Club, but still supports the community. Lisa explains that it's an issue that keeps coming up and was looking for an idea from the City on how to handle. Council addresses that something needs to continue to happen otherwise it will fade away and it's hard to bring back. Lisa states how every City is going through the same thing and breaking away from the City and having to get their own insurance. Cindy Jamison thinks if the Goat Club fell under the City they can should be able to write a letter to the Goat Club to tell them to disburse the funds. Lisa is looking for clarity to place port-a-potties by opening where the old bowling alley was. Council agrees that this is not a problem. A tent will also be placed on street next to the downstairs meeting hall for the over flow for the free supper on Saturday night hosted by Peoples Bank. Peoples Bank decided this year funds will go towards the Community splash pad instead of the Quartziter club that the bank supported in the past. Bob Quissell is planning on 1,000 people and will be having the free meal supper in the upstairs Memorial Hall with the over flow going under the tent. Fire Trucks will be moved from the downstairs area by the meeting hall but the handi-cap areas will remain accessible.

- **Eric Pauli** – Communication Director for Excel. Eric is asking for the approval of the electric franchised agreement set to expire 12/2023 for a 20year agreement. Franchise agreement is a working document that assist Xcel and the community by work together. Pole placement, restoration, tree trimming, and it is all wrapped into one. It is a “Good Faith” document showing both parties are willing to work together. Goal is to keep the public happy and keep the lights on. Looking for the same 20year agreement going forward. 90-day window to put through an agreement, City ties an ordinance number to the document, publishes the agreement, and requires an affidavit of publication to complete the new agreement. Xcel will cover any cost to post in the paper and once completed they will provide an acceptance letter to the City. Don Plahn asked about the ball park lights that don’t work and are leaning. Eric is going to look into the poles to see if they are City owned poles or metered services. Eric explained that Xcel sponsor’s communities donation request up to \$250 but it needs to be submitted to Xcel as an invoice manner to issue payment. They have sponsored Christmas in the Village in the past.
- **Cindy and Mark Jamison** – Water flows down the alley way and accumulates after a hard rain. Jamison’s asked if they should be keeping the drains clean themselves or if there is anything the City can do to help. Public Works explained that it’s hard to maintain when there is a hard rain because the water just flows downhill. Mark had another question to address regarding digging up his sidewalk and if he will need to replace the sidewalk. He explained that neither neighbor’s on either side have sidewalks. Council discussed what next steps to take. Public Works explains they need approval from the Council to not replace the sidewalk due to no adjacent sidewalks on either side of their neighbors. Council approved that the Jamison’s do not need to replace their sidewalk due to the neighbors not having sidewalks.  
**Motion by:** Lape 1<sup>st</sup> / Plahn 2<sup>nd</sup>
- **Todd & Sianna Johnson** – #171 Came to council to address that they are at risk of shut off of their water. Todd explained that he is disabled and Sianna is a full-time student. They are waiting on a settlement from a car accident to settle any outstanding balances. They missed their April payment but paid their May water bill. They are asking for a payment plan. The City supplied a form to submit a payment plan of 3 installments for the delinquent amount of \$212.92
- **Peggy Galbrandson** – # 27 Came to council to request a payment plan. Peggy received the 3-installment payment plan form and was asked to have it returned to the office the next day. Delinquent amount of \$219.36.
- **Don Plahn** – Came on behalf of the Lions Club to give an update on the Ball fields. Lions gives the City \$300-\$400 a year for maintenance of the Ball Park. Last fall Lions set aside \$400 for maintenance but no work took place. Early this spring some of the Lions stepped up to start work on the ball fields. Some discussions have taken place to rebuild a new dug out from the Softball league but nothing has moved forward. Tin was donated to repair the current dug out and Angel and Jerry Tower volunteered their time put up the tin. Don Plahn volunteered his time to paint the 4 dug outs. It turned out to be a bigger project than he thought. Used 6 gallons of primer, and multiple coats of paint since the wood sucked it up quickly. Jerry Tower helped finished off the painting. Lions took on more than they could handle. Don spends several hours pulling weeds, the City has done a good job mowing and Terry Skyberg helped with spraying of weeds.

#### **Approval of Minutes:**

June 13, 2023 Regular meeting      **Motion by:** Lape 1<sup>st</sup> / Houg 2<sup>nd</sup>

**Review and approve the May 2023 claims to date. Motion by:** Kim 1<sup>st</sup>/Brian 2<sup>nd</sup>

### **Receipts noted in May 2023.**

#### **Delinquent Sewer/Water/Garbage:**

19 residents on the delinquent lists. #34 and #198 working with SMOC to help pay their bill.

#81 will be put on formal payment plan for the apartment buildings, other 2 properties need to be kept current.

#252 moved out of town.

#### **Wellness Center/QCC:**

- Lisa Houg had her son replacement a part in the toilet used by the Daycare.
- Per Public Works – Roof will be done next week.

#### **New Business:**

- Swimming Lessons – Scheduled for July 10-20<sup>th</sup> 10:15-10:55am. United Funds will cover the cost of the Bus.
- Maintenance of the ball field and leaning poles. Covered by Don Plahn and Eric Pauli from Xcel.
- Zoning Commissioners have 3 open positions. 5 individuals were recommended or showed interest. Council appointed the following individuals:
  - David Foster
  - David Bryan
  - Chris Johnson

**Motion by:** Lape 1<sup>st</sup>/ Sievert 2<sup>nd</sup>

#### **Old Business**

- Reviewed and Signed updated Personnel Policies – overtime, vacation, sick, holidays, weather. Council identified that the overtime policy required a correction to the policy to include no less than a 30-minute increments that was previously approved in the May 16 2023 council meeting.

**Motion by:** Lape 1<sup>st</sup>/ Sievert 2<sup>nd</sup>
- New office email in place: [office@cityofjaspermn.com](mailto:office@cityofjaspermn.com); New business cards will need to ordered to account for updated email address.
- Bar inspection report 05/2023 reviewed by Council. Council questions how the inspection from 2 years ago stating the building is good for another 2 years to now being stable for another 25years. Noting that no work has been done to building. Also noted that the same inspector reviewed the building. Council questioned if the Bar received a letter addressing the damaged awning out front. The Clerk advised that the Bar received first notice for the damaged awning in May 2023 and a second notice will be going out to address the lack of any response to the first letter with the next week. Deb Plahn shared how a man for the electronic pull tabs came to visit the Bar and looked up at the damaged awning and shared his concern that somebody can really get hurt. Deb Plahn states that this has been known for 2 years and nothing has been done. It was also shared by Angel Garcia that some residents have shared their frustration that letters go out

about tall grass but nothing has been done about the Bar. Council asked if the residents were told that it's not the Cities bar. Council would like to send another letter a little more personal addressing the disgust of the current maintenance of the Bar. Angel Garcia addressed that something has to be done and addressed to show residents that the City is doing something. The problem is that things have been the same of so long that people don't change. Discussions were made regarding the new owners of the Mini Mall being able to have a off sale liquor license and the City being able to have multiple licenses. Council did not foresee an issue.

- Demo the City mobile home next to work shed. Public Works advised that the Fluit will be taking care of it next week.
- Cameras for the City – Talked last month about hooking up to the system from the QCC. The guy will be coming in tomorrow to look at the system and he sent a bid to Brian for \$2K+ but Brian didn't think he understood that the City has current cameras. Brian will discuss more of the requirements when he comes to the City tomorrow. Trinidad expressed the concerns that the Blink cameras in the City office entrance do not work and the batteries keep dying or they don't sync up to the current app. Angel states how the batteries are not cheap and they are constantly being replaced for the hall and city. The cameras at the QCC are hard wired and Trinidad requested to have a bid to have hard wired cameras placed in the City office too. Council agreed to request a bid.
- Changing of the door locks for the meeting rooms, hall, and park shelter. Brian stated that the locks should be coming this week and placed.

#### **Public works Report:**

- Three land permits for the month. Mark Jamison – built a deck out back, Matt Haroldson moved his utility shed to a different location, Craig Swenson – putting up a fence
- Sidewalk Replacements – Ryan Yenor, Scott Schafer
- LED lights updated in the EMS building and the QCC.
- Memorial Hall stairs and Band Shelter in need of repair. Kurt Jandl will be working on the repairs prior to Quartziter Days.
- Jeff Carstensen (Shorty) requested to have a water meter added to the fire hydrant on Sherman and 6<sup>th</sup> Street to water the corn growing on the empty lot. He will furnish the meter. He will need to meet watering restrictions guidelines.
- Sweeper for Dell Rapids is up for auction. Big Iron Auction is hosting the bids for the sweeper that ends tomorrow morning 06/14/2023 at 10:30am. Public Works Sup explains that it had been discussed in the past about the current City sweeper continues to have problems and needs repairs. Public Works Sup is inquiring if Council is willing to put a bid on the sweeper. He advises that he went up to Dells Rapid and test drove the sweeper. The Sweeper that is up for auction is 14 years newer than the City's current sweeper. City's sweeper is a 1990 and the other sweeper up for bid is 2004. The current bid was \$6,200 and Council looked to see what the current bid was at during the meeting and it was at \$10,750. Council addresses that they should stick money into a better machine. Public Works Sup addresses that current sweeper's the front wheel is in need of repair and it continues to leak oil. Asst. Public Works explains that

they use a bucket to catch the oil to put it back into the sweeper and they continue to maintenance things monthly to keep it going. Council questions what amount they should agree for a maximum bid. Mayor asks where Public Works goes to service the current sweeper. They use only one place that will service it which is Sanitation Products out of Sioux Falls. Public Works Sup shares that he looked up online a 2014 sweeper from a dealer it would be \$35K-\$40K. He also references the bill of sale for the current sweeper that was purchased back in 2006 and the City paid \$37K. Council discusses what they should agree to bid. Mayor points out the in 2006 when the City traded off the old sweeper, they received \$26K for it, so what do they think the City will get for the current Sweeper. Public Works Sup looked up what they might get for the current sweeper and he thought \$3,500 to \$5,000-\$6,000 if traded in. The City can also go with the auction approach using the same site, Big Iron Auction. One Council member threw out a number of \$25K, other Council members didn't think that would be high enough to win the bid. Another Council member suggests \$35k, other Council members still don't think that is high enough. Another suggested amount of \$60k and Public Works Sup did not think it would go that high. Asst. Public Works states that if they can get \$60k approved to bid with but don't use that full amount at least they have the option to try to win the bid. Council made a motion use \$60K as the top bid amount for a new sweeper.

**Motion by:** Kim 1<sup>st</sup>/Deb 2<sup>nd</sup>

- Public Works Sup request from the Council to get approval to bid on a disc mower/brush mower to have for the ponds. He will use same site; Big Iron Auction to watch for any up coming items to bid on for the disc mower. Council approved maximum \$2,500 to bid.

**Motion by:** Deb 1<sup>st</sup>/Deb 2<sup>nd</sup>

#### **Items to add to the agenda:**

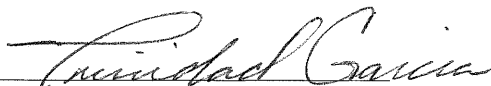
- Help with staining hall stairs. Council ask Public Works Sup to think about using 4H kids to help with the staining of the Gazebo and the Memorial Hall stairs.
- Clerk brought to Council's attention that the City's Money Market account is dormant and transfer/transaction needs to take place. Clerk was advised to transfer minimum amount to checking account.
- Asst. Public Works requested to have a company phone due to the number of calls that he receives from residents and work-related items. Clerk will look into adding him under the current AT&T account or add to Verizon account that the AMB is using.


**Motion by:** Kim 1<sup>st</sup>/Houg 2<sup>nd</sup>

#### **Upcoming Meetings:**

Council Meeting: Tuesday, July 11, 2023 @ 7:00 p.m.

Lape motioned to adjourn, Plahn seconded all ayes, carried; regular meeting adjourned at 9:02 p.m.

  
Trinidad Garcia, Clerk-Treasurer

  
Mike Baustian, Mayor