

## **JASPER CITY COUNCIL MINUTES**

### **Regular Meeting-July 08, 2025**

The Jasper City Council of the City of Jasper met in-person on **Tuesday, July 08, 2025.**

#### **Members present:**

Mayor Kim Lape; Council members: Deb Plahn, Zach Kounkel, Tim Houg, Stacie Smith (Not Present);

**Employees present:** Admin/Clerk-Treas: Trinidad Garcia, Deputy Clerk/Treas.: Maggie Erickson;

Public Works Superintendent: Brian Thode, Assist Public Works: Kevin Gum

Pipestone Star: Kyle Kupal;

**Community members:** Cynthia Jamison, John & Shelly Haack, Brian Sievert, Amy Hamann, Angelica Rieck, Angel Garcia, Andy Madetzke, Chris Johnson

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

#### **Agenda Approval:**

##### **Removed:**

##### **Added:**

- Angel Garcia – Netting for Volleyball area
- Splashpad activator button
- Council meeting time

**Motioned by: Plahn 1<sup>st</sup>/Kounkel 2<sup>nd</sup>. All ayes followed**

#### **Community Input:**

- Shelly Haack – Rent City tables & chairs – Haack's addressed Council asking for approval to rent City tables and chairs for an Anniversary party at their home on 518 4<sup>th</sup> St W for July 19<sup>th</sup>. Council had some discussion on the request. It was told that the City rented out picnic tables, but had not rented out the tables from our Halls. If the City did not grant approval the Haack's were going to contact the Legion in Pipestone to rent tables/chairs from them. Council approved renting out 8 tables and chairs but needed to decide on a fee. This approval would be for future requests too. Later in the meeting Council decided on charging the same fee that the Legion charges and if no price is given the City will charge \$10.00 a table, no cost for the chairs, and a \$250 refund deposit.

**Motioned by: Plahn 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

- Citizen Complaint Form – Received 06/27/2025 From Shay and Dan Knobloch regarding City Staff; Brian Thode and their children and their family. (see attachment) Council member Kounkel

shared a situation that he thought the letter was addressing during the grand opening of the Splashpad and Deputy Clerk Treasurer intervene to share what Shay had shared regarding rumors about her children and City Admin shared that Shay would like to be addressed directly if there's any issue with her children. Public Works Supt shared that going forward if any issues come up, he will be contacting law enforcement, he did admit to scolding the kids at the park and he stated that this complaint is a repercussion of that. Council member Kounkel shared a situation when kids were addressed at the park for throwing sand in the splashpad. Council member Plahn acknowledged that the City is going to run into situations during the first year of the splashpad and Mayor Lape agreed. Angel Garcia shared that when he ran into issues with kids down at the park he went to the parents and the parents had the kids clean up their mess. Council member Kounkel shared that there's children out at the park all hours of the night and he has seen children out at 3:00am when he leaves for work. Asst. Public Works explained that his children were confronted by Shay. His children shared that there's other children down at the park that are doing things they are not supposed to and his children were told to not associate with those children. Asst Public Works children shared what they were told with the other children. Asst Public Works was upset that his children were confronted by an adult and not himself and his fiancé directly. City Admin shared that is what the Knobloch's were upset about too, with Brian Thode. Public Works Supt shared that he should have the authority to address children at the park and he will let them know law enforcement will be contacted if they are caught vandalizing City property. Council discussed that any adult that may see children doing something wrong should say something to the child/children. Mayor Lape stated going forward contact law enforcement with any park issues.

- Splashpad Activator button – The City received some concerns regarding the use of the button, how much force is needed to get the water going, and it seems like the water takes it's time to start going. Public Works Staff looked at the button and has also reached out to CRS to inquire about the use of the activator.
- City Council meeting time – Council member Kounkel asked if the Council and Staff would be open to changing the Council meeting to 5:00pm instead of 7:00pm on the 2<sup>nd</sup> Tuesdays of the month. Council and Staff had some discussion regarding the time and even discussed the option of Wednesday's. Council approved moving the Council meeting time to 5:00pm on Tuesdays going forward for monthly Council meetings.

**Motioned by: Kounkel 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

- Angel Garcia – Netting for Volleyball area – Angel requested to have a net put in place between the volleyball court and splashpad to prevent the volleyball from hitting anyone in the splashpad. Angel even suggested having a temporary solution for the Volleyball tournament during Quartziter Days. During the discussion Angel suggested moving the volleyball court, if possible, to eliminate sand or issues with the splashpad. As Council was discussing the options Deputy Clerk shared an option from Dick's Sporting Goods for \$110.00 10x30 net, another suggestion

came from Amy Hamann to purchase a net from Amazon for \$84.00 10x20. Council approved ordering a net for \$84.00 from Amazon including the cost for posts. Angel also asked if the volleyball net can be tightened so it's not sagging.

**Motioned by: Kounkel 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

**Review and approve minutes from:**

- Regular Meeting on Wednesday, June 11, 2025

**Motioned by: Houg 1<sup>st</sup>/Plahn 2<sup>nd</sup>. All ayes followed**

**Review/Approve receipts and claims to date.**

**Motioned by: Plahn 1<sup>st</sup>/Kounkel 2<sup>nd</sup>. All ayes followed**

**Delinquent Sewer/Water/Garbage:**

- Council reviewed the delinquent report and noted that the list has gone down. No additional questions came from Council.

**Wellness Center/QCC:**

- Front door lock – City Admin re-addressed the issue with Council to have the lock removed from the QCC front doors, since it was previously approved in a Council meeting. At the last June 2025 Council meeting Public Works Supt shared that he had replaced the battery and the lock is working again and it was suggested to reprogram the lock. City Admin expressed concerns with continuing to try to reprogram the lock to keep it from locking. Every time the battery goes out, in the winter the lock freezes up, and she continues to run into issues with programming the lock. Initially she spent about 2 hours watching videos in order to program the locks at the QCC and the last time she could not get the front door to work. Council agreed to have the front lock removed at the QCC.
- Gym Maintenance – Public Works Supt has talked with a professional exercise equipment expert about the City Gym. He was advised that the gym should only house Commercial exercise equipment for liability purposes and the expert will flag any items for the City when reviewing equipment. The City was advised to not take donated equipment. Public Works Supt shared that the only maintenance that is needed is monthly with the slides and the expert showed Mikayla what is needed for the maintenance and she had cleaned all the equipment. Public Works Supt ordered a case of lubricant to use for the monthly maintenance. Council member Plahn asked if the floor had been fixed and it was noted by Public Works Supt that the floor had been fixed and Mayor Lape contested to the floor repair too. The expert shared that the gym is in pretty good shape and the only issue is the equipment is outdated. The City received a repair quote from Push, Peddler, Pull for the expert to come and address some of the minor repairs needed for the gym equipment. Council approved the repair quote of \$850.00.

**Motioned by: Plahn 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

### **New Business:**

- Fire Truck purchase – Split cost City/Rural – Mayor Lape and Chris Johnson met with Dave Martinson to discuss the option of cost sharing with the purchased of a Fire Truck, since this is not something that is generally done with Rural. Dave was open to the idea and Mayor Lape asked Council if they were open to the idea too. The Fire Dept is looking into a used truck of \$200,000, since \$375,000 is what a new purchase would run. Council agreed to tabling the idea until the Fire Dept has a better idea of what they would like to purchase.
- Fire call invoices – Add late fees for unpaid calls. Chris Johnson/Fire Chief requested to start charging late fees for past due invoices issued for Fire Calls. It was also noted that if the insurance information is referenced the City should bill the insurance company for payment. It was also noted that the Fire Dept billed \$400 for the 1<sup>st</sup> hour and \$200 additional. Council approved charging a 15% late fee for invoices past due for 60 days.

**Motioned by: Plahn 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

- Amb – Emergency Aid use towards equipment. Kim Drew/Ambulance Pres. shared that the Ambulance Squad is looking at how they can utilize the emergency funds for equipment. The Ambulance Squad attended a training with the Fire Dept on using a spreader to use in a car accident when needed. The current equipment used is 19yrs old and very cumbersome to use. The new equipment runs on battery, easy to use, and good to use on new electrical cars. The Ambulance Board met and made a motion to use some of the emergency aid on purchasing for the Fire Dept a blade, 1 battery, and 1 charger. With the agreement from the Fire Dept to keep up with the annual training, maintenance agreement, and the safe housing of the equipment in the Fire Truck. In turn Kim Drew asked the Council if they would be open to purchasing the spreader for \$20,070, 1 battery, and 1 charger. With this Kim Dew shared an email from the state giving approval that Ambulance can use their funds towards the discussed equipment since the Ambulance works with the Fire Department and both are under the City. Council approved the purchase of the Spreader for \$20,070, 1 battery, and 1 charger.

**Motioned by: Plahn 1<sup>st</sup>/Houg 2<sup>nd</sup>. All ayes followed**

- Accessible parking on main street – Angelica Rieck shared that she received feedback about having accessible parking by the new Café, to allow easier access for those individuals who need it. Discussion took place regarding options, room, and placement. There were concerns with sloping the sidewalk too close to the businesses to eliminate water or snow from posing an issue to the businesses. Public Works Supt was asked to get estimates on the project.
- Holiday Off-Sale ordinance – An emergency meeting was held on July 3, 2025 at 8:30 am to address the verbiage under the City Ordinance regarding the off-sale of liquor on July 4<sup>th</sup>. The City Ordinance for off-sale does not allow for sales on July 4<sup>th</sup>, Thanksgiving Day, Christmas Day, and New Year's Day. The State does not allow for off-sale on Thanksgiving Day or

Christmas Day. Council approved off-sale for the 2 Jasper establishments for the 4<sup>th</sup> of July and will follow-up with updating the City Ordinance going forward.

- Jasper Bar – front/outside seating – Mayor Lape asked if the Council had any objection to having outside seating. Council member Plahn questioned how the seating would work with the recent discussions regarding accessible parking. City Admin questioned if the Bar had the room for outside seating, and Amy Hamann noted that they have outside seating in the back patio area of the bar. The current liquor license does not include the area in front of the bar only the back area. Additional concerns were discussed in keeping the area clean, especially with the apartments upstairs and the Café. After further discussions, Council agreed to not moved forward with the request.
- Legion/Auxiliary – Need room for medical equipment. Auxiliary would like approval from Council to have a room at the QCC to house all the medical equipment that they obtain and give out to those in need. Council approved to allow the Auxiliary to rent out classroom number #4 at no cost to house all the medical equipment that they have, since they will no long house the equipment at the Legion.

**Motioned by: Plahn 1<sup>st</sup>/Kounkel 2<sup>nd</sup>. All ayes followed**

- SRDC – Bid to update Zoning Ordinance – City Admin shared a quote from SRDC to update the City Zoning Ordinance that would include land us practices, compliance with state law, and alignments with local goals. The scope of the project is 30 hrs at \$100 her hour not to exceed \$3,000 for the full project. Chris Webb will be the City’s point of contact and will work with City Staff this includes Public Works Supt and a Council member or two to assist with the updates. Council approved the quote from SRDC fot \$3,000 to update the City’s Zoning Ordinances. SRDC last updated City Zoning Ordinance Book in 1998.

**Motioned by: Houg 1<sup>st</sup>/Plahn 2<sup>nd</sup>. All ayes followed**

In additional to discussing the updating of City Ordinances, the City Admin made a suggestion on updating the City Code book in-house; by reviewing one chapter at a time to offer updates and once all chapter have been reviewed to present a final update to Council for review and approval following the guidelines to update City Ordinances. Council was open to this suggestion.

#### **Old Business:**

- Jasper Bar –2am Liquor Permit approved and request for Sunday sales update. – City Admin shared with Council that the City received the approved 2am liquor permit from the state. City Admin shared information regarding the process for the Sunday liquor sales; the City would need to have ballot question added to an election to receive feedback from residents to move forward with the request. This year does not fall under a general election year for the City, so a special election would need to take place and this would require the City to take on the election process

in house opposed to the County assisting with the mail in ballot process. The City would incur cost for the election process, but if the ballot question is added next year to the general elections process the City would not incur additional cost other than the regular election cost and the County would assist with the mail in ballot process. The Jasper Bar and Council agreed to wait until next year to add the ballot question to the general elections process. The Jasper Bar would have the option to request a temporary permit to host a onetime event on a Sunday in the meantime.

- Property Letters 3<sup>rd</sup> around – City Admin shared that a 3<sup>rd</sup> round of letters will need to take place. Public Works Supt shared his findings when reviewing the remaining property list and the City Admin will work on sending out letters. Council asked to include in the letter language to state if the resident cannot maintain the property, that they can grant permission to the City to enter their premises to handle the maintenance and the property will access the cost to their property taxes. City Admin will draft a letter, get Legal approval on the language and will send out letters.
- Park Rules Signs – City Admin will obtain samples from Tailor'd Signs for the park and splashpad.
- City Roof – City Admin spoke to Hawes and they were going to try to fit us in July/Aug, the City received the request for payment to cover the material cost of \$18,225.65. Payment was sent and once material comes in Hawes will follow-up with the City.
- Float in cold shed – The Jasper Blowhards Float came up in question again about the City taking ownership over the float to rent out for parades or other special events. The float is currently parked in the Fire Dept's cold shed. When discussed in the past, insurance came up for question and it was determined that insurance liability would fall under the individual pulling the float and the City would not need additional coverage for the float. Cythnia Jamison was interested in using the float for the Quartziter parade for her class reunion. Council decided that they were not interested in taking ownership of the float.

#### **Public Works & Building/Grounds Report:**

- Land-Use Permits – N/A
- Fall Clean-Up Day – Public Works Supt needed to follow up with Van Dyke to determine a date. It was discussed that two days were presented during last month's Council meeting. Public Works Supt will follow up with Van Dyke share once a date is set. Council member Plahn asked to have this decided by next month's meeting to ensure communication can go out to residents.

- JDC 115 Wall St W – Permanent Disconnect of Water/Sewer. Public Works Supt explained that an area in the street will need to be dug up in order to perform the permanent shut off and this can be included with the accessible parking project. Council approved the disconnect request for 07/08/2025 and the actual completion of the work will be done at a later time.

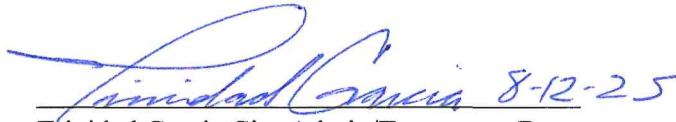
**Motioned by: Houg 1<sup>st</sup>/Plahn 2<sup>nd</sup>. All ayes followed**

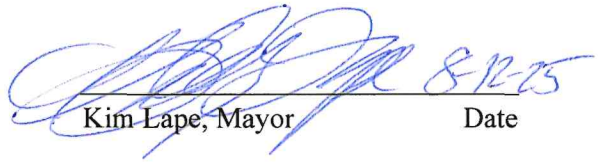
- Signs on the pump house and Old Rose Dell building – Public Works Supt questioned the purpose of the signs and thought it would cause confusion. Public Works Supt did not see the need for a sign on the pump house and suggested putting a laminated sign to say the City of Jasper in the window of the building.
- Table/Chair rentals came back up for discussion and a rate was decided to use the same rate as the Pipestone Legion or \$10 a table and not charge for chairs.

#### **Upcoming Meetings:**

Council Meeting: August 12, 2025 at 5:00 p.m.

Plahn motioned to adjourn, Kounkel seconded all ayes, carried; regular meeting adjourned at 7:46 p.m.

  
 \_\_\_\_\_  
 Trinidad Garcia City Admin/Treas.      Date

  
 \_\_\_\_\_  
 Kim Lape, Mayor      Date