

JASPER CITY COUNCIL MINUTES

Regular Meeting-August 12, 2025

The Jasper City Council of the City of Jasper met in-person on **Tuesday, August 12, 2025.**

Members present:

Mayor Kim Lape; Council members: Deb Plahn, Zach Kounkel, Tim Houg, Stacie Smith;

Employees present: Admin/Clerk-Treas: Trinidad Garcia, Deputy Clerk/Treas.: Maggie Erickson;
Public Works Superintendent: Brian Thode: Public Works: Kevin Gum

Pipestone Star: Kyle Kupal;

Community members: Brian & Kristen Persing, Cynthia Jamison, Cheryl & Allen Pederson, Angel Garcia, Cathy Bryan, Angelica Rieck, Maureen Bell, Irma Williamson, Jason Williamson, Lucas Williamson, Maxum Williamson, Brian & Amber Sievert

Mayor Kim Lape called the Regular Meeting to order at 5:00pm followed by the Pledge of Allegiance;

Agenda Approval:

Removed: N/A

Added:

- Camera Support
 - IT Window updates for all City computers
 - Truck Parking
 - LG Everist Proposal
- Motioned by: Smith 1st/Houg 2nd. All ayes followed**

Community Input:

- Brian Persing - Enact a Privacy-Based Camera Ordinance- Brian addressed Council to see if we have thought about putting in an ordinance for security cameras that invade privacy and personal spaces. Mayor Kim Lape said she read through the documents and asked Council if they read over Brian's documents he sent in, Council acknowledged. Mayor Kim Lape told Brian Persing we will consider his request and address it at a later meeting after we have had time to address our lawyer on this request.
- Park Complaints- 2 written complaints turned in but neither were present to speak about. Council member Plahn asked if the 1 was an actual complaint or just an FYI of what he has witnessed happening at the park. Council member Kounkel stated the family left the park because of the kids. It was then stated to clarify each complaint that 1 was from Jeff Leslie about the noise late at

night at the park and throwing basketballs in the shelter and the other complaint was a different family. Mayor Kim Lape asked if there was any video footage of these incidents. City clerk Trinidad Garcia and Asst City clerk Maggie Erickson reviewed the footage and made notes of times and things happening, when returning to download the footage later that day it was gone. City Clerk Trinidad did reach out to legal for advice and he stated that the City would need to establish rules for its park ordinance. Our ordinance is very vague saying Council can set resolution to what the park rules are. Once we have a designated resolution in place then we have something to hold accountable. Legal also says since the park is public property any one would be able to access the park, so we can't tell someone they can't be there. The City would be able to regulate their conduct while at the park and hours it can be open. Then the City would be able to contact law enforcement whenever a park rule was being violated or similar to any other situation of suspicious or concerning activity. Discussion of kid's behavior at the park is talked about and Mayor Kim Lape asks if we can have law enforcement do more patrol in town to help keep kids more in line at the park, our contract is coming due at the end of the year and that would be the time to ask.

- Accessible Parking – Angelica Rieck-Asking if anything has been done with handicap parking since last month when she was here. Public Works-Brian Thode said the contractor who is handling the concrete project down at the emergency services building is going to look at this as well to see if it is feasible within the next 2 weeks. Angelica would like to be notified when they come so she can be a part of that conversation.
- 301 Sherman Ave S – Cathy Bryan- they bought this property mainly for the garage and wanted to give the house to the fire department to use for training, which required an inspector to go into the house where he found asbestos. For the fire department to use the house for training the asbestos has to be removed and also even if they don't give it to the fire department to use, they still have to get the asbestos removed to take it down themselves since there is an official report. Cathy is asking for help in looking for grants to assist with the cost of getting it removed if she can't get help then the house will just sit and become a nuisance property.
- Brian & Amber Sievert – Asking about the cement project at the ESB. Making sure the tile will extend on the entire East side of building. Public works Brian confirmed that he did talk to SKD and Brian said they will be pouring concrete on the East side.
- Lucas Williamson – Lucas is Eagle Scott member out of Dell Rapids – Addressing the Council to do an Eagle Scott project in Jasper. He would like to put up two large bat houses up at the campgrounds. The bats would nest in these houses instead of resident's attics. Needs approval from council to start his project. **Motioned by: Plahn 1st/Kounkel 2nd. All eyes followed**
- Maxum Williamson – Eagle Scott member out of Dell Rapids – Addressing Council to do an Eagle Scott project in Jasper. Maxum would like to put up a public library in the park by the

splash pad. He will supply the books and maintain the Library. **Motioned by: Houg 1st/ Smith 2nd. All ayes followed**

- Maureen Bell – Request a key up at the QCC. Auxiliary moved their medical equipment out of the legion and put it up at the QCC in the 2nd class room. Doors are locked up at the QCC per state requirement for the daycare. Maureen talked to Lisa and she is fine with Maureen having a key. Maureen stated that it will either be her or Sandy Moose going up there to get equipment out when needed. Trinidad informed council that it was the state that said no one is allowed up there during daycare hours for the safety of the kids. Mayor Lape asked if Lisa is giving you permission would that be fine with state. Council member Smith suggested that she needs to call the state to verify that it would be ok for her to have a key. Council member Plahn doesn't see her having a problem with a key stating that most interaction will be during the weekends or night after daycare hours. Council member Smith again suggested that Lisa needs to talk to the state first before approving to give Maureen a key. Lape requested Maureen to turn her key back in until we talk to Lisa.

Review and approve minutes from:

- Emergency Meeting on Thursday, July 03, 2025
- Regular Meeting on Tuesday, July 08, 2025

Motioned by: Plahn 1st/Houg 2nd. All ayes followed

Review/Approve receipts and claims to date.

- Donation for volleyball border

Motioned by: Houg 1st/Kounkel 2nd. All ayes followed

Delinquent Sewer/Water/Garbage:

- JDC 115 Wall St W – Permanent Disconnect of Water/Sewer

Wellness Center/QCC:

- Front door lock – follow-up – Asst Public Works removed the inside portion of the front door lock on the QCC dismantling the use of the pin pad and allowing the door to stay unlocked.
- Gym Maintenance – Professional Review – Public Works Supt is going to follow-up with his contact to see when they are going to perform the review of the gym.

New Business:

- Proposed Levy for 2026 – Council reviewed proposed Levy 2026 detail and approved a proposed Levy amount of 15% and will adjust once the budget is finalized.

Motioned by: Houg 1st/Plahn 2nd. All ayes followed

- Budget Meeting – A budget meeting was needed for the year to discuss the 2026 Budget and Levy. Council approved meeting on 08/20/2025 at 6:30pm.
- Property/Casualty Insurance Renewal – Require inventory list – City items, fire, ambulance. We can take a video of items and send it in. Council member Plahn suggest that Public works do their buildings, Trinidad and Maggie office, fire and ambulance do there building. Mayor Kim - needs to be done at the end of the year. **Motioned by: Plahn 1st/Kounkel 2nd. All ayes followed**
- Geronimo Power – Expand Our Community Solar Subscription
Motioned by: Houg 1st/Smith 2nd. All ayes followed
- City Admin/Treasurer Resignation – Post position – Council approved meeting on 09/02/2025 at 6:30pm to review applications for Clerk/Treasurer position. Mayor Lape asked Maggie if she had any interest in the position – Erickson declined. City Admin suggested moving payroll over to Meulebroeck. If payroll was moved that will also take federal and state reporting requirements off the city. Kounkel asked if an accounting degree is required. City Admin – it would be beneficially but not necessary but suggest they have good clerical background. Council member Smith suggested we look at hiring full time. Council members agree. Mayor Lape requested to put full time 40hr in the paper pay based on qualifications. Applications need to be in Aug. 29th by noon. Sept. 2nd @ 6:30pm set up a special meeting to go over applications. Mayor Lape requested payroll be moved to Meulebroeck. **Motioned by: Houg 1st/ Kounkel 2nd. All ayes followed**
- Blue peak phones issue- Blue peak came in to look at the phone lines in the office and at the memorial hall. The phone line at the hall didn't have a dial tone. They fixed that problem. The office phone when you dialed out and on the other line it would come up spam or the fax number. Blue Peak started looking at the equipment in the basement. Then he came back and said we will have to pay the cost to move the phone jacks and a couple of other things. City Admin stated we never had an issue until Blue Peak did there upgrades to the equipment. Also, when they did the upgrades, they came into the office and added new equipment to the phone lines. Blue peak said they could come down and look at the lines/wires and equipment again to see what's working and what's not but it would take at least 2hrs. City Admin told Blue peak that's what needed to be done before we look into hiring an electrician. So Blue peak did fix the issues at the hall and we will reach back out to them to check out the lines, wire and equipment before we hiring an electrician. City Admin was just informing council the issues the office had going on with Blue peak.
- Truck Parking - Kounkel says the truck parking isn't getting used a lot. Heard complaints around town that campers are parked on the street and is asking to let residents park there campers up there for a fee. Mayor Lape said there is plenty of room up there. Kounkel doesn't want it to look like a junk yard and just have campers up there. Council member Smith asked if there is cameras up there. City Admin informed council if we change anything regarding truck parking we will

need to update the ordinance. Kounkel mentioned there is a pickup sitting up there with expired tags. Smith asked if we can call and get it tow. Kounkel told the resident he needs to get the pickup out of there but its still sitting there. No further discussion on the pickup. Mayor Lape asked if we want to go forward with letting campers park there. Council member Plahn informed council that there isn't much camping season left. Plahn and Lape agreed to hold off until next camping season and we will look into changing the ordinance.

- Camera support – We had an incident in town where we needed to look back at the cameras. The city was approached to look at their cameras to see if we could see a vehicle passing by. Once again, the playback wasn't working. City Admin contacted Dustin with Intelle Pro no answer and no call back. Kim Drew called and also left a msg with them. Finally, one of Dustin's coworkers called the city back and came to the office. He helped retrieve the information we needed but it was done on his computer. Then he started working on City Admins computer. He got the one monitor working and updated some of the cameras. QCC cameras are still not working. He updated the application on City Admins computer. Suggested we have a separate computer/Ipad for the computers. City Admin informed council we have paid all this money for the installation for the computers and we can never retrieve any information from them. Also, we have Intelle Pro but no contract with them, they come in to install it but there is no contract for support afterwards so it doesn't make any difference to them if we can't retrieve the information or not. Intella pro did go around and increased storage on the dvr's and that should help. He was also supposed to come back the following day but never showed back up. City Admin suggested with look at new support. We can use the equipment just look at new support. Plahn agrees to scrap everything we have and go with new support. Smith suggest to go out and get quotes on new support.
- IT Window updates for all City computers - Windows need to be updated to windows 11. There was a motion in the past to update the two office computers. City Admin went back to IT and he informed her that all computers need to be updated. It will cost us \$300 a piece to have IT update the windows. Trinidad said with googling and looking into more we might be able to update windows ourself. Talk was had looking into new IT

Old Business:

- Council Meeting time – Council approved moving monthly meeting back to 7:00pm on the second Tuesday of the month. Council member Smith explained that moving the meeting would not allow some public residents to join the meeting since most individuals don't get out of work at 5pm. City Admin also explained that the City Ordinance references monthly meeting at 7:00pm. If the meeting time is changed then the City Ordinance will need to be updated.
Motioned by: Smith 1st/Plahn 2nd. All ayes followed

- Emergency Plan – Safety Data Sheets – City Admin looked around the office again and found an old one but its not complete. Council discussed putting a plan together. Mayor Lape says it’s something that needs to be done. We need to get it put in place and make it an annual thing to go over.
- Fire call invoices – Add late fees for unpaid calls – Resolution 25-224 – Council approved Resolution 25-224 to add late fees for unpaid Fire calls.
Motioned by: Plahn 1st/Smith 2nd. All ayes followed
- Accessible parking on main street – Obtain estimates. Angelica – asked to put in a removable ramp. Then there is no cutting into the curb, no water going into the businesses. Angelica would be willing to move it when the city needs to plow or clean streets. Lape still would like to ask SKD for an estimate and to see if it would even work to cut into the curb. City Admin explained that SKD needs to make sure codes are being followed. Angelica passed out the codes.
- Property Letters 3rd around – One feed back we got was the resident won’t do anything with the firepit until they get something in writing that shows what codes to get that removed. After the 3rd letter and after 30days then the city can decide what they want to do. Plahn asked us to have Kipp look into the fire code. Kounkel will talk with Kipp at the next fire meeting.
- Park Rules Signs – Samples – Council reviewed the samples signs and rules for the City park and splashpad. City Admin will follow-up with Tailor D’sign to move forward with the order and to eliminate verbiage about parental attendance for children under the age of 8yrs old at the splasphpad. City Admin will follow-up with a resolution next month to approve the park rules.
Motioned by: Plahn 1st/Smith 2nd. All ayes followed
- Reimburse for weed spraying – J.Tower – Council approved reimbursing Jerry Tower for supplies to weed spray the ballfields.
Motioned by: Plahn 1st/Kounkel 2nd. All ayes followed
- Holiday Off-Sale ordinance – Ordinance updates will take place during next month’s meeting. A Public meeting notice will take place on 09/09 at 7:30pm.

Public Works & Building/Grounds Report:

- Land-Use Permits – Hilfers – deck, Johnson - fence
- Fall Clean-Up Day 09/13 at 9-1pm
- LG Everist Proposal – Brian meet with them and we own some property by the elevator and they just purchased the property from CHS. Brian talked with someone from LG Everist about

swapping properties. Brian found out that LG Everist owns the Marilyn Debates park property. Brian talked with someone from LG Everist about a potential swap. LG Everist plans to draw up a plan didn't have time for this meeting but maybe next meeting. Plan could include swapping the city's property by the elevator for the land at Marilyn Debates park and possibly the land by the park where the 3 houses were torn down. City will wait for a proposal from LG Everist.

- Summer help – Kevin letting the council know that summer help is ending and there is more work that still needs to be done. Kevin stated that his daughter is looking for help and she could help out at the city to finish up the summer projects. Also asked if Dakota Erickson could also help finish up some projects. Council agreed to letting Christiana Gum and Dakota Erickson to help out Public works. **Motioned by: Houd 1st/ Plahn 2nd. All ayes followed**

Upcoming Meetings:

Council Meeting: September 9, 2025 at 7:00 p.m.

Smith motioned to adjourn, Kounkel seconded all ayes, carried; regular meeting adjourned at 6:58p.m.


Maggie Erickson Clerk/Treas. 9-9-25
Date


Kim Lape, Mayor 9-9-25
Date