

JASPER CITY COUNCIL MINUTES

Regular Meeting-October 14, 2025

The Jasper City Council of the City of Jasper met in-person on **Tuesday, October 14, 2025.**

Members present:

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

Employees present: Clerk-Treas: Renae Thode, Deputy Clerk/Treas.: Maggie Erickson; Public Works Superintendent: Brian Thode, Building and Grounds: Kevin Gum

Pipestone Star: Kyle Kupal;

Bollig: Laura Ostlie, Jordan Odegard

Convergint – Cole Campbell

Community members: Amy Hamann, Allen & Cheryl Pederson, Cynthia Jamison

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

Agenda Approval: Motioned by: Smith 1st/Plahn 2nd. All ayes followed

Removed:

Added:

- **Summer Help**

Community Input:

Bollig: Laura and Jordan – Jordan began with giving an update. He started with Water source – Link to Pipestone since 1995. Proposing to eliminate older meter pits. Water Tower – 75k gal. Unknown constructions date, guess is 1920-1936. Everything under water and the exterior is in poor condition. Recommended a coating or some kind of improvement needed in about 5 years. Recommendation also included some repairs to the roof itself, to make it up to code with osha and current awa standards. Distribution system – Red is 1950 cast iron. Magenta is newer PVC, 70s or 80s, Blue is new PVC. Showed photos of the lines. Most of the system is cast iron. Appears in good shape. Overall, there is not a ton of concern for the system. Some water mains are installed shallow. Standard is 7-8 feet, but because of the rock in the round, some are 3-5 feet in Jasper, which has caused some freezing issues over the years. Water meters installed in 1995. Some Galvanized services throughout town that have been identified. Wastewater collection system – Red = gentrified clay pipe. Magenta = cast iron pipe. Green = new modern pvc. West Jasper – installed in 1995, along with lift station. South Lift station was rehabbed in 2013 when standby power was added (due to flooding issue) Most of the system is 1950s clay, composed of block and brick structure. Showed photo of manhole in town. The top portion of manhole is brick and bottom is more of a block structure. Has been some breaks and repairs over the years. Some repairs have been done after the 2002 televising. Ponds constructed in 1995. Average wetweatehr flow of 161000 gal/day. Structure and fence seem to be in good shape. MPCA does eval every so often (3-4 yrs). They indicated that unauthorized discharges have been frequent due to influent infiltration in the collection system. They have continuously talked about ioni reduction and how to get clean water out of the collection system. There were 4 other station bypasses over the past 8 years. MDOT responsible for

drainage/culverts along 23. Street Evals – Graded A-D – A best - Green, D worst - red. Most of the streets in Jasper are C due to ongoing maintenance. Overall, condition is consistent throughout time. Costs – not all put together yet – showed graph of alternative. Water Tower – Do nothing = \$\$ Full Replacement = \$\$\$ Rehabilitation = \$\$\$ (\$\$\$=1-2mil). Water Distribution System - Do nothing = \$\$ Full Replacement = \$\$\$\$ Replace select portions = \$\$\$\$. Do nothing = \$\$ Full Replacement = \$\$\$\$ CIPP lining w/ select replacement = \$\$\$.

Put together a list of **POTENTIAL FUNDING OPPORTUNITY PURSUITS**

USDA-Rural Development, Water and Environmental Program (WEP)WEP Grant

WEP Loan: Paid back with user fees

USDA-Rural Development, Community Facilities (CF)CF Loan: Paid back with tax funds

MN Public Facilities Authority (PFA)

Small Cities Development Program (SCDP)

Minnesota Department of Health (MDH)

Minnesota Pollution Control Agency (MPCA)

Minnesota Rural Water Association (MRWA) Temporary Financing

Pipestone County

Minnesota Department of Transportation (MnDOT)

State Bonding

Congressional Directed Spending Request (CDSR)

Small Cities Application is key for City of Jasper. Resolution and Task Order need signed ASAP. Task order – PCA and MDH are due in March. Mayor Lape asked if this is something we wanted to go ahead with tonight. **Motioned to go ahead with signing both by: Plahn 1st/Kounkel 2nd. All ayes followed.**

Maggie asked about the City of Holland and if after they got their funding, if there were any feed added to the resident's water bills. Lauren was unable to tell the exact utility increases. Recommended getting advice from financial advisor. Utilities have to be at a certain rate in order for funding to come into plat too. Holland got 250K in grants and was funded by grants for 75% of their funds.

Convergint: Cole Campbell – Stacie had reached out in regard to video system for the city. Existing system is Hikvision. Important information to know about Hikvision is that it is owned by the CCP 9 (Chinese Communist Party). Banned by the FCC in 2021, later upheld by federal grand jury in 2022 and created the NDAA compliance list for electronic security. There is a belief that Hikvision is spying on American citizens. Convergint holds federal contracts and can not operate or do anything with a Hikvision system except rip them out of the wall. We have proposed a new camera system based on our walk through the city. Adding/replacing 15 cameras and replace all servers. Hall will get fisheye cameras to capture entirety of the spaces. Replace camera at shop. Direct replacement at the Park and add server. Same with QCC. That one would connect to the truck parking area. New lock box as well because that one is accessible with a Phillips head screw driver. Fire Hall also will have a direct replacement. Entirety of camera system will come back to the office. Only one monitor where you can see anything. No access to cell phones. Total price comes out to just over \$52K. Couple options, can take away ubiquity replacement. Existing ubiquities are functioning, just don't know how long they function, and that's typically how they work. Have begun to explore Grant opportunities, but only at the beginning stages of that. One set out by the FCC, exploring that one. Smith said finding a grant would be great to bring costs down. Smith asked about tech support and what it looks like. Cole said Convergint is the

world's largest integrator, been in Sioux Falls since the 70s, pointed back to Smith as her place of work uses them as well and said she could attest to their work. Lape also said they work with her job as well. Cole said they could both attest to Convergent and that what they see there is standard operating procedure. Have service contracts that can attach with it, does have an added cost. Some options are software management, ensuring we are on the latest version of the software. Password patch management to ensure passwords are changing enough so it can't be hacked. Remote support built-in. Service contract comes with an outlines list of priority. Meaning if something goes on, we would get an outlined list saying they would be on-site within 2, 3 or 4 hours. That comes standard traditionally. Plahn asked about a camera inside the shop. Cole said that right now they are just showing the exterior but have the ability to add at any point. Cole has looked at rules for having it at the Day Care and said it appears that there are no existing laws in Minnesota prohibiting it. Software can blur faces (such as a hospital would require). Smith reiterated looking at funding options. Plahn said this is something we definitely need because our current system has continuous issues. Cole said this also comes with a back up battery system. Plahn asked how far back everything is kept. Traditionally it is 30 days of retention. If it gets flagged, it is kept and not removed at all. Smith asked if they would be the ones looking for grants. Cole said absolutely and that he has already reached out to their federal grant writing team, but there are only 3 for 250 offices, but he is pushing them as hard as he can. Smith suggested Renae also start looking for some grants. Tabled until the next month to see about funding sources.

Kim Drew: Was not present, Maggie spoke for her. Said that after cement was put down at the EMS building, the gutters or the seal is leaking water and didn't want it to mess up the new cement work. Kounkel said it was supposed to rain tomorrow and he would check it out. Nobody was aware of what Kim was referring to. Maggie said there is a gap. Tim asked Brian to check it out.

Amy Hamman: Liquor License update. Lape asked Renae to give the update. Renae went over the email sent by Laura Hanks and let them know that Laura had misspoke about the requirement of the bar to have a catering license to serve alcohol at a city property. Looks like there was no ordinance written to enforce that and that it was only added to the hall rental agreement. Renae has an email out to the lawyer to clarify. Maggie said there were 3 people that told us a catering license was required: Kelly Murray, Laura Hanks and Matt Gross (city lawyer). The bar is still required to have liability insurance. Plahn reiterated that those 3 people are very strong people listed. Renae said that is why she requested Laura send it in writing to show it was an error. Kounkel pointed out to think about the amount of money the city and the old bar lost. Lapse said she doesn't understand how this could have gotten so far. Kounkel said it irritates him really bad. Lape said "a lot of loss revenue." Maggie said that Amy had already looked into liability insurance asked Amy the cost of it. Amy said \$300-400. Maggie asked if someone would really pay for that per event. Maggie asked Amy if they would put that cost on the people having the event and Amy said "someone would pay for it". Lape said to get the lawyers input and go from there. Plahn said the lawyer was not Matt at the time, but Maggie said he was one that said it was required. Kounkel pointed out that during the first meeting he was at, they talked about it with Matt then. Lape said she doesn't think they understood that the hall is owned by the city.

Review and approve minutes from:

- Regular Meeting on Tuesday, September 09, 2025

Plahn asked about the cash balance report that Matt said Scott would bring it. Renae said he was logging into CTAS today and that it was likely what he was doing. Plahn said to request it in November and ask him to be here in November. Maggie said we could try to get him here, but he typically just goes on CTAS. Also said Renae had asked him to come sit with her to go through CTAS. Plahn said Scott was supposed to bring it in person.

Motioned to approve minutes by: Plahn 1st/ Smith 2nd. All ayes followed

Review/Approve receipts and claims to date.

Lape asked what the court fines were. Maggie said it was something we get from the county. Brian said it was from revenue for tickets given in town.

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

Delinquent Sewer/Water/Garbage:

Plahn asked when they get added to property taxes. Maggie said next month. Maggie said that #295 had the water shut off. Kounkel asked if the one by the park was shut off and if it would be all winter. Maggie said it was off.

Wellness Center/QCC:

- **Gym Maintenance** – Brian said it was completed

New Business:

- **Truck and Camper storage and camping** – Kounkel said Pipestone deputy was down telling people to move off the street. Some did, some didn't. People are parking in their yard. Thinks having designated spots where they could park them so they aren't on the street or alley and police don't have to waste time telling people to move them. Plahn asked how much was charged to people last you to park, and it was discussed that it was minimal, about \$30-50. Plahn suggested using Marilyn Debates, Smith said there is no camera. Lape said they could sign a form acknowledging there is no security. Fairgrounds charges \$400/winter, but it is covered. Lape suggested \$30/mo. Brian said truck parking needs to be left open for trucks. Suggested allowing them to use Marilyn Debates and not truck parking. Get with Matt to get a form/waiver for people to sign. **Motioned by: Houg 1st/ Plahn 2nd. All ayes followed**
- **Jasper Community Foundation invoice and removal of Rummage items from QCC:** Renae said the invoice and options for the invoice were attached in the email sent to council. First option was city paying for all shipping. Second option is split shipping. Third option is is city pays all shipping. Lape suggested 2nd option. Plahn said they wont get anything unless they submit invoices to Prairie Rose. Maggie said they did. Discussed that 2nd option was best option.

Motioned by: Plahn 1st added that the city not let JCF order through the city anymore IF they refuse to pay us or hold off on paying us. / **Smith 2nd. All ayes followed**

Removal of Rummage items – Plahn said that after community rummage, JCF (that she was part of), agreed to host another one and that is why the items were stored up there. Plahn said when they had a meeting, she asked if they would be doing the rummage sale and that nothing was said and it was dropped. Plahn said she “would be damned” if she was going to do it herself again and said “screw it, I’m not doing it”. She said that is why the stuff is up there. Also said it was back towards the window and stuff towards the door is some of Lisas things. Clarified it is not all foundation items. Said they got rid of a lot of the clothes and bedding from sending to east coast after hurricanes. Should be mostly household items. Lape said she wasn’t going to do it. Brian said it would have been nice to know for clean up days. Plahn said she brought it up in the office a couple times but nothing was done. Also, that she had emailed one person and said it needed to get cleaned up preferably before clean up days. Lape said that if nobody is caring about it, then we should just throw it all in the garbage. Clarified to talk to Lisa about what is hers in there first. Said to get a couple of dumpsters. Smith asked what kind of stuff it was and said to post online for free and people will come for free things. Suggested a thrift store come get it. Lape suggested having a a free rummage during trunk or treat. Asked Renae to put it out there and make a post for it.

- **2026 Law Enforcement budget:** Lape said there is no increase **Motioned by: Kounkel 1st/ Smith 2nd. All ayes followed.** Signed by Kim.
- **Conflict of Interest Policy:** Renae gave them a more simplified/Jasper version of it. Plahn asked if Matt had looked at it. Renae said no because Plahn had asked for edits to the example she handed out last meeting. Council said to have Matt review Renae’s version and table for November.
- **Weekly Hall use for Church gatherings/meetings:** Renae said there was a request to use the Hall for weekly church gatherings/meetings on every Wednesdays from 6-8pm and that there is not a current fee for it. Also said it is rarely utilized on Wednesday evenings. Kounkel said he can’t imagine they would make a mess. **Motioned to approve by: Smith 1st/ Kounkel 2nd. All ayes followed.**
- **Minnesota Paid Leave Law:** Renae and Maggie went to training on Sept. 25. Renae has questions out to those with paid leave law about if Fire and Ambulance personnel are included in premium rates. If included, rates jump way up because there are so many people. Also would mean they would have to pay in annually when they get their check and it would be more than what they would get in the check. Having them also makes our premiums go up. Trying to find the balance, ours should be closer to about \$5, but right now looks like \$30/week, so it doesn’t make much sense. Seasonal employees are included as well. Trying to figure out the numbers. Once we get that, it should be smooth sailing. Keep on agenda.

- **Park and Splashpad Placement:** Signs were in the room so council could see. Gum said he had ideas for placement. Mentioned talks of putting them on posts, but is concerned it would create a wind wall and cause damage. Also said it would be an obstruction from the street. Said it could also look ugly looking from the street as you would only see a large black wall from it. Lape suggested just putting the signs on the shelter. Kounkel said that was his opinion because there will be basketballs thrown at them. Gum said he did some photoshopping to show what his ideas were for placing it on the park shelter. He showed council. Lape said it looks very nice and said it was the best thing they could do. Discussion was had about the materials of the sign (one big sticker on aluminum. Said it was plenty big to see from the splash pad as well. **Motioned by: Kounkel 1st/ Houg 2nd. All ayes followed.**
- **Fire Department Statue:** Lape provided photos of a statue that would be in memory Matt H. Placement would be at the Fire Hall. Also said there is potential to add a rock next to it for moving forward, adding retired or passed firemen as years go in. Lape pointed out the fireman's prayer she showed is \$1,063.95. Lape spoke to Dean and Macey and they were honored that it was brought up. Would also add to the beautification of the building. Lape asked if that is something the city would be willing to pay for. Kounkel said "absolutely, he did a lot for the city. Plahn asked what would they do if someone else happened to die and suggested they were setting a precedence. Asked if the city is going to have to do it for everyone else. Plahn stated she was not against it, but just doesn't think the city should get involved in something like that because it will set a precedent. Kounkel said it was a Fireman's Prayer and that his name would not be on it. Plahn asked if Kim Drew died, if they would have something with the ambulance there. Smith said that if we did this, the ambulance will want one. Smith said she thinks this is a great idea. Houg said that it is just city putting money into it. Smith said maybe it is more of town/community project. Lape said she was just bringing it up and doesn't mean they have to say yea and nay to it. Smith reiterated that it should be more community driven. House said he felt the same way. Suggestions for Fire Department ask for donations. Smith mentioned that Angelica at the café talked about doing a meal, so maybe that could go towards it. Talks of a bucket for a memorial.
- **Meter Reader – Replace Archer:** Maggie said there are no new parts to update it. Was told to go with a new tablet from Walmart or Best Buy for \$149 versus \$3k for the archer. It was commented that it was a no brainer for her to get the new tablet. Maggie said that nothing was changing, just updating the archer via new tablet.
- **Blue Peak – Out of Term:** Renae referred to email sent showing charge of \$30/month. Council discussed how much people actually watch the TV. Lape said she couldn't get it to work. Lape said to eliminate the cable portion of the service. **Motioned by: Smith 1st/ Kounkel 2nd. All ayes followed**
- **Summer Help:** Smith said it is time to end it. Brian said they were doing trees still. Lape suggested running it through October. Brian and Gum said the one employee was already

basically on-call. Lape asked if they were helping with snow removal. Brian was not sure. Lape said to run it through October.

Old Business:

Emergency Plan – Safety Data Sheets - Ongoing

- **Access Parking on main street** – Concluded. Brian said it is considered a loading ramp. Remove from list.
- **Property Letters final round** – Renae shared that the lawyer said there is an agreement that has to go out and property owners have sign and agree to allow city to come on their properties, with fees associated. Lape said to start the legal process. Maggie reminded we need a fee for it. Brian said it is documented on how much we charge. Kounkel said that if they don't want to do it themselves, we charge them whatever we want. Lape said \$250/hour stands out to her. Brian again mentioned fee schedule and using that to get the total fees. Plahn suggested doing a flat \$500/hr. Kounkel said \$500/hr. + roll off fee. Lape also added it should include a disposal fee.

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

- **Budget Meeting: Needs Scheduled** – Scheduled for November 20th at 6:30pm. Closed to public.
- **Property/Casualty Insurance Renewal – Requires Inventory List** – Ongoing
- **Geronimo Power – Solar Subscription** – Heard nothing from that.

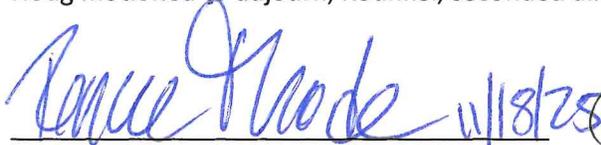
Public Works & Building/Grounds Report:

- **Land-use permits** – Someone built a deck over their deck. Luis Barboza. Brian asked that names be added to agenda under land use permits. Renae said she would do that.
- **Leaf pickup** – Wait for a hard frost to get more leaves to fall. Maggie said someone in the mini mall said they are already putting leaves on the street. Smith said she has also done that, laughter ensued. Brian said to lay it by ear. Plahn said to just send out an alert when it starts.
- **Sander for plow truck** – Brian found one for \$500 and purchased it.

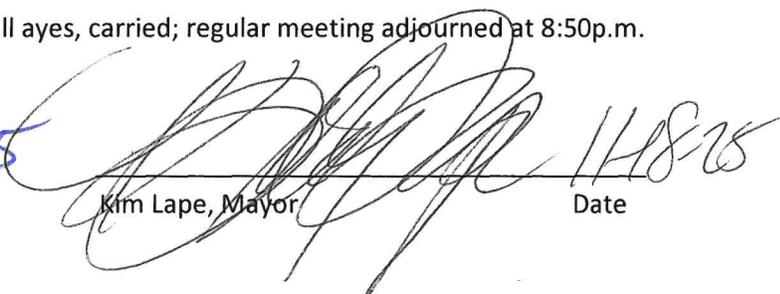
Upcoming Meetings:

Council Meeting: November 18, 2025 at 7:00 p.m.

Houg motioned to adjourn, Kounkel, seconded all ayes, carried; regular meeting adjourned at 8:50p.m.

 11/18/25

Renae Thode, City Clerk/Treasurer Date

 11/18/25

Kim Lape, Mayor Date