

## Regular Meeting – October 28, 2019

### Members Present

Michael Shurson  
Sarah Sundve  
Chad Neitzel  
Jenna Pederson  
Jason Casey

### Members Absent

### Others Present

Wayne Billing  
Chuck Ness  
Jim Lutgens  
Kristi Harrington

Ryan Gehrke  
Brad Field  
Josh Moen

**The meeting was called to order** by Mayor Michael Shurson at 6:30 p.m.

**Roll Call** - All members present.

### Pledge of Allegiance

**Agenda** – Motion was made by Chad Neitzel and seconded by Sarah Sundve to approve agenda. Carried (5 yes, 0 no)

**Consent Agenda** – Motion was made by Sarah Sundve seconded by Chad Neitzel to approve Consent Items:

1. Accounts Payable
2. September 2019 Financial Statements
3. Engagement Letter A, E, & M – City Audit

Carried (5 yes, 0 no)

**Ambulance/Fire** – Mayor Shurson made a statement about the rumors brought up at the last meeting by the Ambulance Director regarding alleged statements by Fire Department members about the Ambulance Department. After interviewing all parties identified, it has been determined that the allegations are unfounded, and the matter is closed.

### Peoples Service Report – Brad Fields

- Sept activity presented.
- Currently hauling biosolids.
- Smoke testing was discussed.
- Cleaning of mains and televising may still get scheduled.
- Motion was made by Chad Neitzel seconded by Jason Casey to approve People Service report. Carried (5 yes, 0 no)

### Maintenance Department

- September water Activity written report examined.
- Motion was made by Chad Neitzel and seconded by Sarah Sundve to approve the Maintenance Department Report. Carried (5 yes, 0 no)

### Fire Department – Josh Moen

- The department would like to purchase the property at 206 N Broadway for possible future construction of a new fire hall. The department would like the purchase to be funded by a donation from the Relief Association.
- Motion was made by Sarah Sundve and seconded by Jenna Pederson to move forward with the purchase of the property. Carried (5 yes, 0 no)

**N.R. Care Center** – Chuck Ness, Administrator

- Chuck reported on the financial condition of the Care Center, the census continues to be the biggest issue. Measures are being taken to try to improve the number of residents.
- Monitoring call response time to ensure needs being met efficiently.
- New van driver has been hired. The van is very popular for going to appointments and recreational events.
- Discussion about possible assisted living held. Will look into whether a market study is needed.
- Motion made by Sarah Sundve and seconded by Chad Neitzel Approve Sept 2019 accounts payable and Financial Statements. Carried (5 yes, 0 no)

**Police Department** – Ryan Gerhke

- September activity reported.
- The department is still investigating the car break-ins that occurred in the city.
- Firearm qualifications are complete.
- Motion was made by Chad Neitzel seconded by Jenna Pederson to approve \$625 for training. Carried (5 yes, 0 no)
- For planning purposes, the lease on the Impala expires March 4, 2020. Planning for replacement has begun.
- Motion was made by Chad Neitzel and seconded by Jason Casey to approve the Police Department report. Carried (5 yes, 0 no)

**Budget** – The amount of levy increase for 2020 was discussed. The amount of impact per household of the two amounts was requested for the next meeting. Questions concerning budget and capital expenditures for the department heads will go out.

**The Last Mile** – the proposal for the discovery process was received. The cost of \$12000 could be offset by grants or money received from Cedar Pointe could cover. Jason Casey will serve on a committee as Council rep. Motion was made by Jason Casey and seconded by Jenna Pederson to run an ad for interested community members for the committee. Carried (5 yes, 0 no)

**Ambulance Policy Update** – It was noted that the policy has some areas of discrepancy with the City Policies. Motion was made by Jason Casey and seconded by Jenna Pederson to send the draft policy update back to the Ambulance Department for clarification. Carried (5 yes, 0 no)

**Ambulance Application** – Motion was made by Chad Neitzel and seconded by Jason Casey to Robin Jenö and Mary Collier as EMTs. Carried (5 yes, 0 no)

**Closed Meeting for personnel issue – 7:45 p.m.**

**Opened Meeting – 8:32**

**Motion by Jenna Pederson seconded by Michael Shurson to suspend Monica Schutrop for 30 days beginning November 1 and refrain from and further personnel administrative duties and resign from assistant Director position. Carried (3 yes, 0 no, 2 Abstention – Chad Neitzel, Sarah Sundve)**

**Adjournment** – Motion was made by Chad Neitzel and seconded by Sarah Sundve to adjourn the meeting. Carried (5 yes, 0 no) 8:34p.m.