

**NOVEMBER 6, 2023  
REGULAR MEETING**

The only regularly scheduled monthly meeting of the Atwater City Council was called to order on Monday, November 6, 2023, at 7:00 p.m. at the Atwater City Hall by Mayor Mark Olson. Council members present were Shane Hagstrom, Anthony Holtz and Deb Mickle. Brian Carlson arrived at the meeting at 7:06. Visitors at the meeting were Calab Peterson, Kevin Inselman, Spencer Johnson from Bolton and Menk.

Representing the city departments was Police Chief Ross Johnson, and Fire Chief Chad Busskohl, Assistant Fire Chief Mike Smith, Jason Johnson Head of Maintenance department.

The minutes of the regular meeting of October 2, 2023, were motioned for approval by Holtz and Hagstrom. Motion carried unanimously.

**CALEB PETERSON – EAGLE SCOUT**

Caleb Peterson appeared before the Council to invite everyone to his Eagle Scout Ceremony to be held in Kandiyohi at the Civic Center on Saturday November 18<sup>th</sup> at 1pm. He thanked the Council for the opportunity to reconstruct the bridge for the parks program. It was a great learning experience. He requested a plaque signifying the rebuilding.

**KEVIN INSELAMAN – ANOTHER UPDATE ON CLEAN UP**

Inselman informed the council that he is still making progress but due to the weather changing he asked for another extension. The council agreed to May 15<sup>th</sup> of 2024.

**SPENCER JOHNSON – BOLTON & MENK - UPDATE**

Spencer had good news that there is now a Grant for the North Side of \$300,000 and \$3,000,000 for the Well & Water treatment plant. The next step is to do a Resolution approving the plans and specifications and advertisement of bids in February or March of 2024. For the Well and Water treatment plan would need a resolution to proceed with plans for the plant in December. The test well drilled this spring will be sealed in the next couple of weeks. Mayor Olson suggested a workshop in December to discuss financing.

**FIRE/AMBULANCE REPORT**

Both Fire Chief Chad Busskohl and Assistant Chief Mike Smith appeared before the council to inform them they have formed a new bylaws committee. They have two possible recruits for the fire department, one lived in Kandiyohi (city) and the other is a EMT on Kerkhoven ambulance department. The DNR Grant in the agenda packets is 50/50 for lighter gear for fighting grass fires. They are purchasing just the jackets for 14 or 15 firemen at \$600 each. In the past they had been using the DNR Grant for radio and pagers. This year they redirected their focus on fighting grass fires with updated equipment. The motion was made by Holtz and second by Deb Mickle for a DNR grant up to \$10,000 with Deb Mickle seconding the motion the motion carried. The grant will be forwarded to the DNR.

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Next, they discussed the wages for 2024, council discussion was that we need to make gradual increases and not big jumps. Fire calls will be \$18.00, calls for showing up at the fire hall will be \$12.00, fire drills will be \$18.00 and fire meetings will be \$12.00. It would be an increase of \$4,000 for the 2024 budget. Motion accepting the printed wages rates per hour was made by Holtz and seconded by Hagstrom. Motion carried with Hagstrom, Holtz and Olson voting in favor. Deb Mickle and Brian Carlson abstained from voting due to conflicts of interest.

**MAINTENANCE DEPARTMENT**

Jason Johnson was happy to inform the Council that the lift stations are now working the same with the lights being the same warning system. If the light is on there is a problem. Unfortunately, the street sweeper has broken down, the gutter broom doesn't work right now. They (J&R Wastewater) have been in town and did the sewer jetting and this year added valve exercising which hasn't been done in a while. The sidewalk has been repaired on Highway 12 where the hydrant broke.

Shannon from Grove City would like to submit a quote for replacing the streetlights. A new pole will cost \$2800. Johnson has no update on the status of the road grader.

**POLICE DEPARTMENT**

Chief Ross Johnson read the October Report and told the council that they are not enforcing the November 1<sup>st</sup> no parking ordinance due to the warm weather. He has a 2010 Ford Fusion that was acquired as a forfeiture. He will have an ad run and we will open a bid at a future council meeting. He also added he wants to run an ad for new hire police officers since a couple of them currently on the roster possibly won't be coming back.

Off topic, Deb Mickle asked if we could keep the brush site open longer. The council decided that they would stay open until November 15 weather willing.

**CLERKS DEPARTMENT**

Clerk Smith updated the council that we got a refund from League of Minnesota Insurance Trust gave us a \$1762 refund for workers comp. The insurance is based on the amount budgeted for each department. LMCIT paid \$200 to the claim for a broken window on Main Street North, the claim is now closed. She handed out the expenditures to date to each department with highlights as to any line item over budget.

The Atwater Fire Relief Association has yet to file the SC23 report with the State auditor which was due August 1<sup>st</sup> and no official audit has been uploaded. If they don't have it done before November 30<sup>th</sup>, they will forfeit their Fire State Aid of \$22,828 which goes directly to the Relief Association. Smith then asked if we should charge residents for a new meter if they close up a house over winter and break the water meter. The council said to bill them for the new meter.

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Smith introduced a dance permit for Miguel Posada for November 11<sup>th</sup>, 2023. The Quinceanera is for his daughter and there will be no alcohol at the party. Motion to approve the dance permit was made by Hagstrom and seconded by Deb Mickle, motion carried with everyone voting in favor. Next, she produced change order #8 for the carpet addition of \$7284 from Project 1, a motion from Brian Carlson and second from Tony Holtz to approve the change order was carried with everyone voting in favor.

**PROJECT ONE – PAY APPLICATION #7**

Motion by Deb Mickle and second by Brian Carlson to approve payment to Project One for the Atwater Community Center number 7 of \$ 7,690.25. Motion passed unanimously.

**DECOMMISSION PLAN FOR FUTURE SOLAR PLANT**

Council reviewed the decommissioning plan proposed in 35 years for the future Solar farm on Kandi-Meeker Road, after reading the report a motion was made by Deb Mickle to approve the plan and the motion was second by Brian Carlson. The motion was approved unanimously.

**PROPOSAL FROM VIBRANT FOR CITY HALL AND COMMUNITY CENTER**

The proposal for service to the Community Center is \$169.75 per month and service to City Hall for a month is \$164.75, both include landline and internet. The current cost for each building is \$231 and \$400 respectively through Frontier. Motion was made by Hagstrom and seconded by Brian Carlson at both buildings we find out we are not under contract with Frontier. Find out any penalties if we change. Motion carried with everyone voting in favor.

**2024 FEE LIST**

After a short look though the city's fee list. Johnson suggested raising the excavation permit for large locates for example: CenterPoint, Vibrant and Excel – the number of flags and marking paint was expensive and time consuming. Motion made by Brian Carlson to if they go in the road to raise it to \$500 and second by Holtz. Motion carried unanimously. The motion was made by Brian Carlson to raise off sales to \$150 and second by Hagstrom for discussion. Motion carried.

**2024 LICENSES AND PERMITS**

Motion to approve the liquor, cigarette, games, and sanitation licenses was motioned by Hagstrom and second by Deb Mickle. Motion carried unanimously. Mobile home permits will be discussed at the next meeting.

**RESOLUTION 2023-23**

The motion was made by Brian Carlson and seconded by Holtz to approve Tylor Fenrich to rejoin PERA under the City of Atwater. Motion carried with everyone voting in favor.

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**FIREWORKS FOR DECEMBER 2ND**

A form was received from J & M Displays for outdoor fireworks permit on December 2<sup>nd</sup> at Tadd Lake by the baseball field. The sponsor is the Atwater Festival Committee, and a certificate of liability insurance was attached. Motion to approve made by Deb Mickle and second by Brian Carlson for the fireworks permit, motion carried unanimously.

**APPROVAL OF BILLS**

The following verified accounts were presented for payment, upon approval of the Finance Committee; it was moved by Brian Carlson and second by Deb Mickle. Motion carried authorizing the Clerk/Treasurer to make such disbursements: November 7, 2023 (Checks numbers 32047-32076 for \$ 10,974.83. and Mid-month bills paid on November 20, 2023, were check numbers 32114 through 32138 for \$ 39,704.39.

A motion was made to adjourn by Brian Carlson and second by Deb Mickle at 9:26 p.m.

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Goldie Smith  
City Clerk/Treasurer