

**OCTOBER 2, 2023
REGULAR MEETING**

The only regularly scheduled monthly meeting of the Atwater City Council was called to order on Monday, October 2, 2023, at 7:00 p.m. at the Atwater City Hall by Mayor Mark Olson. Council members present were Brian Carlson, Shane Hagstrom, Anthony Holtz and Deb Mickle. Visitors at the meeting were Kevin Inselman, and Spencer Johnson from Bolton and Menk.

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

The minutes of the regular meeting of September 6, 2023, were motioned for approval by Hagstrom and Carlson. Motion carried unanimously.

KEVIN INSELAMAN – UPDATE ON CLEAN UP

Inselman updated the council on the progress of his lot clean up. He has taken out eight trailer loads so far. He is asking for more time to finish the job and extending his deadline. Chief Johnson said he has already been sited with a ticket. The council decided to extend the deadline by a month and Chief Johnson is to update them at the November meeting.

SPENCER JOHNSON – BOLTON & MENK - UPDATE

Morrison’s proposed sewer needs a lift station or grinder station at each home. There is no opportunity to provide gravity feed sewer. Spencer will call them and inform them of what he has found. He has reviewed the last set of plans from Vibrant plans, it should be done this fall.

He needs a date and time from Jason to meet with him to look at the lift station. He will contact him.

POLICE DEPARTMENT

Chief Ross Johnson read the September Emergency Services Report. He is meeting with the Kandiyohi IT department to discuss all the cloud fees for the body camera (Motorola) in five payments yearly then in the fifth year we have the option to trade in our old units. He is looking at next year at spending \$2000 this next year and any following year would be prorated. He would also like to purchase one radio. He updated the council that he is working with three different property owners he has notified for ordinance violation.

FIRE/AMBULANCE REPORT

Mike Smith reminded everyone to come to the spaghetti supper, he asked if the no parking signs could be put back up. The council didn’t want to put holes in the new exterior walls and would put the signs “no parking between signs” on the doors with magnets and paint the curb red.

Brain Carlson spoke briefly about an email from FEMA that we owe the Federal Government \$15,442.79, he has the grant writer looking into the email.

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MAINTENANCE DEPARTMENT

Jason Johnson told the council that the new pickup truck has arrived at Atwater Ford. He would like to add mud flaps, floor mats, and spray on bed liner. Motion to approve up to \$750 was made by Hagstrom and second by Carlson. Motioned carried with everyone voting in favor.

Next he told them that the plow truck needs new back tire. He had verbal quotes from Nelson International for \$1792 and Schwanke for \$1752. Hagstrom made the motion to purchase the tires from Schwanke for \$1752 and was seconded by Carlson. Motion carried unanimously. The road grader transmission has frozen again, it was toed to Hennes, but he's not sure where to have it looked at. He wants to keep the red plow truck for the winter since road grader needs to be fixed. The one-ton pickup went in for a repair to the radiator since is rusted off costs are approximately \$500 plus labor.

PARKS DEPARTMENT

Hagstrom is getting a bid from Brian Hovey for a new metal roof on the park shelter because there is a leak in the middle of the shelter. Vibrant is trenching in the park for the security camera. Internet to the camera will cost \$64.95 per month. The motion was made by Hagstrom and seconded by Mickle to sign up for 5 years. Motion carried.

CLERKS DEPARTMENT

Clerk Smith informed the council that they have turned off 2 water accounts. In the past few months we have issued 40 building permit with 25 for reroofs alone. Smith and Johnson will be taking an inventory on October 9th at the Community Center. Deb Mickle, the Mayor, and Smith are working on revising the Employee Handbook using the League of Minnesota Cities template. Smith asked for consideration for election judges wages. The council discussed and Hagstrom made the motion to have election judges pay at \$12.00 per hour. Motion was second by Deb Mickle. Motion carried. A brief discussion was held prompting a request of a check off list for the Community Center to be posted so people are reminded of their responsibility.

PROJECT ONE – PAY APPLICATION #6

Motion by Carlson and second by Holtz to approve payment to Project One for the Atwater Community Center number 6 of \$12,377. Motion passed unanimously.

ESTIMATE FOR LIGHTS AT COMMUNITY CENTER

In the agenda packet was a quote from Ryan Buer to redo the 2 lights on the fire hall (NW side) for \$1583, interior quote was for 7 wall lights and 10 recessed trims for \$2490. The motion was made by Carlson and second by Holtz to spend \$15,000 toward the renovation out of the city's budget. (\$4073 lights, \$5556 carpet, \$4494 floor clean -total \$14,123) Motion passed with the stipulation the money is still in the budget. Carried.

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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: October 3, 2023 (Checks numbers 31983-31999 for \$ 15,711.62. Umpire checks October 6th (check numbers 32000- 32006 for \$ 525 and Mid-month bills paid on October 18, 2023, were check numbers 32007 through 332045 for \$ 90,413.16.

A motion was made to adjourn by Brian Carlson and second by Deb Mickle at 8:55 p.m.

Goldie Smith
City Clerk/Treasurer