

**SEPTEMBER 06, 2023  
REGULAR MEETING**

The only regularly scheduled monthly meeting of the Atwater City Council was called to order on Wednesday, September 6<sup>th</sup>, 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 Tom Hayden from the HandleBar, Tiffany Hintz from Atwater Festival Days Committee, David and Megan Morrison, Dan Coughlin along with Andy Johnson and Jon Morales from the Middle Fork of the Crow River Watershed district, Spencer Johnson from Bolton and Menk.

Representing the city departments was Police Chief Ross Johnson, and Assistant Fire Chief Mike Smith.

The minutes of the regular meeting of August 7, 2023, was motioned for approval by Brian Carlson second by Tony Holtz . Motion carried unanimously.

**TOM HAYDEN AND TIFFANY HINTZ – ATWATER FESTIVAL COMMITTEE**

Tiffany Hintz ran through the schedule of events for OctoberFest happening Saturday, October 7<sup>th</sup>. Tom was here to get approval for street dance and off premises liquor license. He would set up for the street dance on Saturday in the morning. The band will be 21 and older only. Tom asked if it is going to rain, he could use the community center. Motion to approve street dance and off-premises liquor license was motioned by Brian Carlson and seconded by Deb Mickle. Everyone voted in favor. Motion passed.

**DAVID AND MEGAN MORRISON – PLATTING NEWLY PURCHASED LAND**

David and Megan wanted to know what they needed to do to subdivide the lot they purchased 2 years ago. The one house already built in the back, their service to the house ties into the only main area around Seventh Street North. Building inspector Jim Solheid stated he thought the house sewer service is only 4 feet deep in the ground. Morrisons should confer with Bolton and Menk for specifications on what the needs are for this development. Solheid also commented that there are setbacks along the lake/pond.

**REPRESENTATIVES FROM MIDDLE FORK CROW RIVER WATERSHED DISTRICT**

Appearing before the council was Dan Coughlin, Jon Morales and Andy Johnson from the MDCRW has grant programs available for street flooding, land use programs, drainage programs. He reviewed the project done in New London to help with infiltration that had caused street flooding. They have worked with Spicer and New London. They can look at the structure of the city, review land use, they can find hot spots within the city for flow of storm water. The city would need to petition the water shed district for this help.

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

Spencer still hasn't heard from PFA about grants available. Currently it looks like we won't make it this go round. The council decided to do a workshop on the 2024 project for September 27th at 6 pm. Thus brings the schedule as to bids in the spring, maybe hold bids from 90 days or more, then execute the contracts.

Also discussed was obtaining the property on the west side of the current well house from Donnell Labach representing Delite outdoors for an amount per acre with a 99-year perpetual easement. Mayor Olson then asked if the Pacific Sewer lift has been repaired. Spencer hasn't heard from Jason.

**FIRE/AMBULANCE REPORT**

Mike Smith presented the 2024 budget. No one had any questions. Brian Carlson explained he couldn't really do anything with wages for Ambulance until he knew what is going on with the Fire department wages. Carlson discussed making a pay rate for EMS.

Smith explained the filling station is in and working beautifully. The fire department will be having a joint drill with Grove City and Kandiyohi at the brush site on September 19<sup>th</sup>. Then in October they will be doing fire prevention activities with the kids and community.

Carlson then informed the council that the ambulance update was that the Firemen's Gala this years "goal" was for new suspension for the ambulance. Total for the suspension is \$8,020.16 which will be coming from the relief association.

**POLICE DEPARTMENT**

Chief Ross Johnson reviewed the August 2023 Emergency Services Report. He reviewed his budget as proposed with a zero increase for 2024. The department will be switching body cameras following the Sheriff's department since we don't have the space for saving camera data. Radio at \$5300 each may need to be updated. Maybe purchase one new one next year. (just portables) the contract with Kandiyohi County is up at the end of 2023. New tazers are also a topic this year at the County. Resolution 2023-21 to put Zachary Herzog into the Minnesota PERA system as Police officer was made by Brian Carlson and second by Shane Hagstrom, motion carried with everyone voting in favor.

**MAINTENANCE DEPARTMENT**

Clerk Smith presented a plan from Jason Johnson to have all the lift stations wired to have the same alert system. Currently if the light is on at one station it is okay, but at another lift station it is okay if the light is not lite. A quote from Electric Pump to fix all lift stations to alert the same is \$2,385.50. Motion made by Shane Hagstrom and second by Deb Mickle to have the lift stations all the same for \$2,385.50. Motion carried unanimously. The council reviewed the submitted budget with increases in almost everything going up. He had to buy a lot that wasn't on hand as he began his start in the department. Of course, repair to vehicles is way up because

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of the age of most of the equipment. He must up the occupancy since he added internet in the shed and electricity has been going up. The other category also went up due to the lawn mower and increased the amount going to reserves for equipment. Most of the wages are using five-year average.

**PARKS DEPARTMENT**

Hagstrom informed the council that the baseball field will be (September 30<sup>th</sup>) used for a funeral this fall. Summer rec budget stayed the same. He added money to the budget for extra mini-biffs. He also hoped to replace the backstop for \$50,000 for capital outlay. He would like to have the bathrooms done by Gary Palmer and the roof needs to be replaced on the park shelter to a metal roof. He was hoping to plant some new trees this fall when they go on sale.

**MAYORS REPORT**

Olson reported that the Community Center is almost finished and there is a short punch list, he wasn't sure of how much there might be left of the grant. Shane has a quote from Floor to Ceiling for square carpet tiles for \$ 5,556.48. He also spoke to a person from MN Clean who would come in and redo the tile for a super shine. The estimate was \$4,494.00. Motion was made by Hagstrom and second by Deb Mickle to hire Floor to Ceiling to install the carpet. Motion carried unanimously. Brian Carlson made the motion to hire MN Clean for \$4,494 and second by Tony Holtz to clean and wax the floors. Hagstrom said an easy upgrade to the kitchen would be stainless steel handles on the cupboards. He also said that the rest of the kitchen needs to be painted. They then discussed the signage on the Community Center. Ryan Buer is going to be submitting a quote to replace the outside lights. Ceiling tile in the foyer needs to be replaced and a bid for new shades.

**CLERKS DEPARTMENT**

Clerk Smith reminded everyone she needs gas slips from Caseys again, they are not getting handed in. Also bids and quotes need to be in writing. not verbal. Smith asked whose budget is the new Bobcat lease going under, because it doesn't look like anyone budgeted for it. Hagstrom stated that he and JJ understood that it would go in the maintenance budget. An additional \$21,000 will be put into the maintenance budget. The fire bills needed to be changed, they had the wrong hourly amounts. The worker compensation audit is being done off site this week. She had to file a insurance claim, our lawn mower hit and broke a second floor window.

**MEDIACOM FRANCHISE AGREEMENT**

This is a nonexclusive franchise agreement which means we can let other companies into town. And on page 9 Section 4, are we going to charge a franchise fee. The council said no because it just gets passed onto the residents. The agreement is for 15 years. Motion to accept Mediacom's Franchise agreement was motioned by Brian Carlson and seconded by Deb Mickle with everyone voting in favor. Motion passed unanimously.

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**PROJECT ONE CONSTRUCTION PAY APPLICATION #5**

Motion was made by Brian Carlson and second by Tony Holtz to approve pay application #5 for \$51,538.45. Motion carried with everyone voting in favor.

**CANNABINOID ORDINANCE FROM NEW LONDON**

After reviewing the ordinance from New London council decided to go in the direction of doing another moratorium until the state gets their rules and regulations straight. Our last ordinance was a year ago and will expire this month. Clerk Smith will get a new moratorium ordinance for the next meeting.

**RESOLUTION 2023-22 PROPOSED 2024 LEVY**

After reviewing each department, the only addition was \$18,000 to maintenance for the Bobcat lease raises the levy from \$596,764 to \$614,764. Motion was moved by Brian Carlson and seconded by Shane Hagstrom to approve Resolution 2023-22 for a levy of \$614,764 or 3.8% increase from 2023. Motion passed unanimously. It will be forwarded to the County Auditor.

**WELLHOUSE UPDATE**

Mayor Olson asked the council if it was inline to ask Lamar Outdoors (sign company) to do a purchase agreement. Motion was made by Hagstrom and seconded by Brian Carlson to offer Lamar \$5000 to purchase the land and offer a 99 year perpetual easement for the sign to remain where it is. Motion carried unanimously. The city attorney will draft the offer and send it to Lamar.

**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: September 6, 2023 (Checks numbers 31939-31959 for \$ 71,870.93. Mid-month bills paid on September 19, 2023, were check numbers 31960 through 31981 for \$ 75,392.07.

A motion was made to adjourn by Brian Carlson and second by Tony Holtz at 9:35 p.m.

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Goldie Smith  
City Clerk/Treasurer