

**DECEMBER 2, 2024  
REGULAR MEETING**

The only regularly scheduled monthly meeting of the Atwater City Council was scheduled for December 2nd, the meeting was called to order at 7:00 p.m. at the Atwater City Hall by Mayor Mark Olson. Council members present were Brian Carlson, Shane Hagstrom, Deb Mickle, Anthony Holtz and Shane Hagstrom. Visitors at the meeting were Connie Halvorson from Atwater Help to Seniors, Dan Coughlin, Chris Stephan and Andy Johnson from the Middle Fork Crow River Watershed District, Jeff Gertgen from the Diamond Lake Association and Spencer Johnson from Bolton and Menk.

Representing the city departments were Police Chief Ross Johnson, Fire Chief Chad Busskohl, Assistant Chief Mike Smith and Jason Johnson.

The minutes of the November 4, 2024, regular meeting was motioned for approval by Brian Carlson and seconded by Deb Mickle, motion was approved unanimously.

**CONNIE HALVORSON FROM ATWATER HELP FOR SENIORS**

Halvorson appeared before the council to update the progress of the AHS for the past year. They have had several fund-raising events, the lunch and learns have been attended in great numbers. They have made sure the community involved with several and they are doing strategic planning for succession due to future retirements. She said the AHS still does the exercise programs, wellness checks and now adding outings with seniors both local and in the twin cities. She thanked the council for their support and look forward to working with the city in the future.

**JEFF GERTEN FROM DIAMOND LAKE ASSOCIATION REGARDING BRUSH SITE**

Gerten appeared before the council to discuss the possibility of the DLA using the brush site for the residents around Diamond Lake. The association would be interest in paying a fee to be able to bring items from the lake. Holtz spoke and suggested to assign a specific day. Gerten was open to the city assigning what could and could not be brought to the city website. Mayor Olson suggested placing it on the next workshop (January 27).

**DAN COUGHLIN, CHRIS STEPHAN AND ANDY JOHNSON FROM THE MIDDLE FORK CROW RIVER WATERSHED DISTRICT**

Dan Coughlin was excited to update the council on the progress of the Moleaer Nanobubbler. The clarity was two times better in the Upper Lake than Tadd. Tadd does empty into Upper; they were the same at the beginning of spring. The clear water cuts down the photosynthesis. The oxygen on the bottom eats the bacteria and prevent the blue-green algae from blooming. Diamond Lake is hoping to use the bubbler next year. They are hoping to find more grant dollars to see what a second year would do to help the Tadd.

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**SPENCER JOHNSON FROM BOLTON AND MENK – 2024 STREET PROJECT  
UPDATE**

Spencer Johnson presented to the council the first change order for the North Side Project for \$ 22,215.35 it contains fixing the shut off on Hwy 12 and 3<sup>rd</sup> Street North, preparing and laying asphalt patches on Sunrise and Lincoln and lastly drain tile on Ramsey Ave. Motion to approve the change order #1 was made by Deb Mickle and second by Brian Carlson. Motion carried. Next topic was the pay application #5 for work completed as of November 22, 2024, including the cost of the change order of \$299,577.22 to C & L Excavating. Motion to pay the amount due was made by Shane Hagstrom and seconded by Tony Holtz, with everyone voting in favor. Thus passing.

Spencer then distributed Resolution 2024-28 Wellhouse plans have been completed and specs are ready for advertisement. Bid opening will Be February 4, 2025, at 2pm, then tabulated and reviewed by the Council on March 3, 2025. Motion to approve the resolution was made by Shane Hagstrom and second by Deb Mickle. Motion passed with everyone in favor. There will be one more pay application in December for supplies stored on site. Mayor Olson did say that the purchase agreement is at their corporate headquarters. He then handed out the cost of building a new sign for Lamar, the old sign is not movable due to it not being up to current building code. The project would be \$ 64,515 which is material and labor.

**POLICE DEPARTMENT**

Chief Johnson reviewed the November Emergency Services report. The community was served by the police department with 131 hours for the month. He reported that he has a \$250 donation from the Iron Warriors Motorcycle club for the Police department. Motion to accept the donation was made Tony Holtz and seconded by Deb Mickle. Motion carried. During the Passport to Christmas, he will have an inflatable in the gym at the grade school.

**FIRE/AMBULANCE REPORT**

Chief Busskohl thanked the council for the past couple of years. He will no longer be Chief for 2025. The bylaws should be ready in December for review by the LMC or city attorney.

**MAINTENANCE DEPARTMENT**

Jason told the council that there are problems with the water tower controls, we need to update them. It is short cycling and is very hard on the pumps.

**EDA DEPARTMENT**

They have a new application for the Rural Development Revolving loan fund. They are also raising the rent on the current tenants closer to equal based on square footage.

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**CLERKS REPORT**

Clerk Smith told the council that she has signed and a copy of the FIRE 23 report (investments) and the SC-23 on Lump Sum Pension. Zero contribution was needed from the city . The November check list is in the agenda packet.

**REVIEW OF PROPOSED ORDINANCES 2024-01 AND 2024-02 SECOND READING**

Tonight was the final reading of ordinance 2024-01 titled “meetings” was changed to 6:30 pm starting January of 2025. Motion to accept the Ordinance as written was made by Brian Carlson and second by Tony Holtz. Motion was carried. Once printed in the West Central Tribune it will go into effect. Next the council reviewed ordinance 2024-01 regarding council salary. The council decided to raise the mayor from \$2,000 to \$4,000 a year and council members from \$1,350 to \$2,000 a year. Motion to accept the Ordinance was made by Deb Mickle and seconded by Shane Hagstrom. Motion was carried. Once printed in the West Central Tribune it will go into effect.

**2025 FEE SCHEDULE**

Council reviewed the current fee schedule only change was Garbage hauling License from \$100 per year to \$150. Motion to raise garbage permits was made by Brian Carlson and second by Shane Hagstrom. Smith will contact Metro Area Ambulance Service to see if the ALS and BLS rate are adequate. Brian Carlson then made a motion to raise mobile home permits from \$5 to \$15 the motion seconded by Shane Hagstrom. Motion carried.

**RESOLUTION 2024-27 FINALIZING CITY OF ATWATER TAX LEVY**

Cler smith read the resolution breaking out the 2025 Tax levy. \$367,713 was for general fund including reserves, \$170,000 for street improvements reserve and the rest (\$ 143,000) to pay off GO Bonded in either water or sewer notes. Total will be \$680,713. Motion to accept the resolution was made by Brian Carlson and seconded by Shane Hagstrom. Motion carried unanimously. The resolution will be forwarded to the Kandiyohi County Auditor.

**2025 LICENSES APPLICATIONS**

Motion to approve the list as submitted to the council for cigarette, on sale wine, off-sale liquor, on sale liquor, Sunday liquor, mobile home permits, and garbage service was made by Shane Hagstrom and seconded by Tony Holtz. Motion carried unanimously. The new rates will go into effect in 2025.

**2025 Wages**

Councilman Hagstrom distributed the proposed wages for 2025 for city employees. He explained that the steps are at 2.5% and COLI is at 2.5% thus giving a grand total of 5%. Motion to adopt the wages scales as presented was made by Tony Holtz and seconded by Deb Mickle to start on January 1, of 2025. Motion carried unanimously.

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**COUNCIL WORK SESSION**

The council discussed when have scheduled work sessions. Council decided to have them on the fourth Monday of each month (or a week before council meetings).

**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: December 3rd, 2024 (Checks numbers 32903 to check number 32919 for \$ 368451.59 and Mid-month bills paid on December 16, 2024, were check numbers 32920 through 32943 for \$ 18,846.59 all approved by the finance committee.

A motion was made to adjourn by Brian Carlson and second by Deb Mickle at 9:04 p.m.

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Goldie Smith  
City Clerk/Treasurer