

Council Present: Mayor Ziegler, Adam Finney, Emily Edwards, Lisa Peterson, Wendy Bennett
Staff Present: Clerk Diane Roelofs
Others Present: Pat Krosch, Nathan Wentzlaff, Eng. Chris Knutson

Oath of Office was given by Mayor Dana Ziegler, Adam Finney & Lisa Peterson

Public Hearing: Mayor Ziegler called the Public Hearing to order at 7:02 pm. Apartment owner Nathan Wentzlaff was present and provided information about surrounding towns and was requesting that the city consider charging the water and sewer fees one time per meter instead of per unit. Council reinforced the reasons for the water and sewer fees rate structure. The water and sewer fees were set up for infrastructure projects and the income from them is for repaying debt and covering the historical costs of repairs of the water and sewer infrastructures. There would be a great impact on all if the rates are changed. Mr. Wentzlaff asked if maybe a discount could be offered. Mayor Ziegler promised him that the council will look at the rates all across the board after 2024 project. The public hearing was then closed at 7:10pm.

Mayor Ziegler opened the regular council meeting at 7:19pm.

Agenda: PW will have a d. added to cover the water treatment plant and the date changed to Thursday, Jan. 5, 2023. Councilor Peterson made a motion to approve the agenda with the updates. 2nd by Councilor Finney, all approved, motion carried.

Consent Agenda: The consent agenda contained the 12-6-22 minutes, Checks for Month report with \$220,880.83 in deposits and \$89,352.97 in checks, the city savings balance excel sheet, cash balance investments report, Nov. bank reconciliations, Jan & Feb calendars, PW report, FD report of 0 fires & 3 rescues for December, BEC Call Log report w/10.2 hr. weekly average for December, Res. 2023-03 Approval of Annual subscriptions, Dues, and Memberships Due, updated Emergency Procedure and contact list, review of Res. 2020-08 Policy to allow payment before council authorization, and Res. 2023-04 Authorizing the Clerk-Treasurer to make electronic funds and wire transfers. Minor updates to the emergency procedure plan & contact lists are to be changed including Lisa Peterson email, LCWM Superintendent and date changed to Thursday, Jan. 5, 2023. Councilor Peterson made a motion to approve all the consent items including the corrections. 2nd by Councilor Edwards, all approved, motion carried.

Public Comment: A citizen concern was reviewed which pertained to cars being left on the road when snow falls occur. Letters will be sent to 104 Park Ave. S & 301 East S. including the city ordinance violations that pertain.

Additional Bills: After review of the report, Councilor Peterson made a motion to approve the additional bills. 2nd by Councilor Edwards, all approved, motion carried.

Toilet options: City Hall and the city shop both are in need of new toilets. City Hall toilet will be paid for by the ADA grant that has a remaining balance of approx. \$900. Currently the city shop does not have a toilet due to updating the sewer lateral. Councilor Peterson made a motion to approve replacing the toilets. 2nd by Councilor Edwards, all approved, motion carried.

Infrastructure Project: The document for the Change Order mis-stated 203 Main St. E to be 103 Main St. E. and it will be corrected. The Council approved the Holtmeier Const. pay request #2 listed in the additional bills.

Eng. Chris Knutson presented the amendment to the Owner Engineer Agreement for the infrastructure project. The amendment would give SEH, Inc. the right to modify and rebid the 2022 Street and Utility Improvements project previously bid in May 2022. The Lump Sum-Basic Service fees will increase \$12,500 for Final Design and \$10,700 for bidding with a total of \$23,200. Councilor Peterson made a motion to approve the Amendment to Owner-Engineer Agreement. 2nd by Councilor Bennett, all approved, motion carried.

Public Works: The city will need to find a designated snow towing service. Council will reach out to BE County and Winnebago for names of towing companies.

Snow Blower for Tractor: PW Supervisor submitted the topic of purchasing a used snow blower for \$3500 to \$3800. An additional spout would need to be constructed if using the blower to put the snow into trucks. Topic was tabled for additional information.

Carryover of 6 hours of unused vacation hours: PW Supervisor supplied a request to have council consider carrying over an additional 6 hours (46 total-40 per personnel policy) of vacation that he was unable to use up due to snow falls and snow removal. Councilor Peterson made a motion to carry over the 6 hours of additional vacation. 2nd by Councilor Finney, all approved, motion carried.

Water Treatment Plant: Mayor Ziegler reported to council of possible rehabilitation to the current water treatment plant. Another city has used water tanks/filters and an air scrubber that could be purchased by the city rehabbed for our water treatment plant. This would give the city 3 or 4 filters along with the added air scrubber to help remove the impurities of the residents' water. The used tanks are not coated and would last longer if coated. Mayor Ziegler and PW Supervisor Mark Willette will go to visit the city with the filter tanks when a date can be set up and will report back to council.

GOOD Remarks: Council reported that the community facebook gave good remarks about Mark's work moving snow. The Christmas Box decoration fell off the pole. Clerk has contacted Display Sales, the company in which we purchased the decoration and is waiting an answer.

Res. 2023-01 2023 Appointments & Designations: The Personnel Committee needs to be changed from Lisa Peterson to Emily Edwards. The only change from last year will be that Mayor Ziegler will be put on the Zoning Board as the Council Representative (Councilor Wendy Bennett will remain the alternate). Councilor Peterson made a motion to approve Res. 2023-01 with the changes to the Personnel Committee and Mayor Ziegler on the zoning board. 2nd by Councilor Bennett, all approved, motion carried.

Res. 2023-02 City Fee Schedule: Considering the public hearing results, Councilor Edwards made a motion to approve Res. 2023-02 City Fee Schedule. 2nd by Councilor Finney, all approved, motion carried.

Website Content Placement Policy: the website policy was submitted to council. Councilor Edwards stated that the website was set up for general information. After discussion and wording from D. "The City council/staff have the right..." should be changed to "The City council/staff reserve to right...". Councilor Peterson made a motion to approve the Website Content Placement Policy with the language change. 2nd by Councilor Finney, all approved, motion carried.

City of Vernon Center Council Orientation: Council reviewed the Council Orientation power point and made changes to the content. Clerk will make the changes and re-submit to the council at the Feb. meeting.

PFAS Recovery Program: Council reviewed the reported information on how Lake Crystal is handling whether or not to sign up for the program. Council decided not to take action on signing up for the PFAS program at this time.

Council Tablets: After discussion of options for replacing tablets for council, Councilor Finney will bring back to the February meeting quotes for 4 tablets.

Adjourn: Councilor Edwards made a motion to adjourn at 8:30pm. 2nd by Councilor Finney, all approved, motion carried.

Respectfully submitted by:



Diane Roelofs, Clerk-Treasurer

Dana Ziegler, Mayor

Date approved