

**ELYSIAN CITY COUNCIL
REGULAR MEETING
SEPTEMBER 12, 2022**

The Elysian City Council met in regular session on Monday, September 12, 2022 at City Hall at 6:00 pm.

Roll Call: Mayor Tom McBroom; Councilmembers Bobby Houlihan, Dennis Schnoor, Bryan Suemnick, and Derek Westby; City Administrator Lorri Kopischke; Public Works Director Ron Greenwald; Utility Clerk Nicole Lamont; City Attorney Jason Moran. Absent: None.

On motion by Schnoor, seconded by Westby, all voting in favor, to approve the minutes of the August 8, 2022 Regular Meeting as presented.

On motion by McBroom, seconded by Houlihan, all voting in favor, to approve the agenda of the September 12, 2022 Regular Meeting with the following change / addition:

1. Add Joe Meixl – Further Discussion of Credit for Faulty Sewer Pump 1234/1238 Scenic Hideaway Lane
2. Add Check #26853 in the amount of \$215.73 to change the total amount of bills, payroll, and transfers to \$213,332.36

Le Sueur County Captain Bruce Collins noted there has been an increased number of Fire Department medical / rescue calls in the area. Otherwise, all has been quiet in the City.

Public Comment: None.

John Manning reported the goose control program is moving along well. The number of geese is reduced from last year and a lot of birds flew out last week prior to season opener. There are a few birds in the Roemhildts Addition, and they are being encouraged to leave. Lake Francis Beach and Tustin Park look good. There is not much activity at the sewage treatment plant. The first harvest weekend was ten birds and the second weekend three birds. Manning thanked the Council, as a resident of the City, for making the parks and beach safe and usable.

The Council thanked Manning for his good work.

Brian Rutt, Emergency Management/Civil Defense Director, updated the Council on Emergency Management activities. This Spring the roster was reduced from 17 to 12 employees. This season there were 11 emergency management calls due to severe weather or potential of severe weather. There was one day that City Hall was opened as a cooling shelter due to extreme heat and this was communicated to the public via the City Facebook page. The next Emergency Management meeting is scheduled for April 2023.

Rutt reported his biggest difficulty is the opening and closing of the storm shelter. He reported the Elysian Department only has 4 radios. Le Sueur County is upgrading and has some radios they are getting rid of. Rutt is currently in discussions with Le Sueur County to obtain up to 6 of those radios.

The Council thanked Rutt for his excellent work managing Emergency Management/Civil Defense.

Joe Meixl, 1234/1238 Scenic Hideaway Drive, noted he had a faulty sewer pump at his property. The meter attached to the pump was metering sewage and was progressively failing from January 2022 to July of 2022 when it was replaced. Meixl stated he appreciated the previous credit of

150,000 gallons or \$1,050 approved by the Council for the months of June and July 2022 and is requesting the Council consider credit for the months of January – May 2022 as well. Meixl provided the sewer meter readings from January to July of 2021 and 2022 and the Occupancy in Days amount for the same months. The 2022 total occupancy was down 30% from 2021 and the sewer readings were up 275%. Meixl reported his actions as follows: January – March 2022 check floats, toilet and faucet leaks; April – May 2022 checked for obstructions in City line, visual test of pump with City Public Works; June – July 2022 James Bros physically lowered Meixl into tank to verify check valve is open; July 2022 pump is running 24/7, replaced pump \$1,800.

Meixl requested Council use the 2021 meter numbers as the benchmark for 2022 billing and issue a credit for the remaining difference. This would be a credit of \$593.65.

Westby explained that the Council approved a credit for the difference in usage for June and July 2022 because there was clearly a significant increase in those two months. Meixl stated the pump was slowly deteriorating over time.

The Council asked if there was a way to meter the water that was being used to determine the sewer that way and eliminate this issue in the future. It was noted that the well water enters the first unit and goes under the property into the second unit. The plumbing will need to be changed to monitor the two units separately.

Nicole Lamont, Utility Clerk, explained that currently there is a calculation based on hours to convert to gallons. The meter has to be read by Public Works and then she has to perform the calculations to put into the computer for billing. It would be much cleaner and save time if the usage was somehow metered.

On motion by Westby, seconded by Houlihan, all voting in favor, to not issue any further credit on the sewer charges for 1234/1238 Scenic Hideaway Lane, to provide (2) two meters with the cellular read tops for the properties at no charge to the property owner, and that the meters be installed within (6) six months with the full expense of the plumber and any other costs to be paid by the property owner. This will save City staff time, provide an accurate direct reading, and is being done to remedy a unique situation in the City.

Brent Kavitz, SEH Engineering, reported that Empire Pipe Services had televised the newly installed sanitary sewer service at 220 Maple Avenue SW. It appears from the video and photos that the soil loading during the backfill procedure pushed the wye connection down where you can now see the top of the pipe on both ends. In the video, it shows that the camera could not get past the wye location due to the medium sized joint offsets at the new wye location. The joint offset will create an area that is more likely to collect debris and deposits, possibly causing future backups to those upstream of the wye location as well as the 4-plex. Kavitz stated it would be in the best interest of the City and the owner to correct this service connection due to the future potential of sewer backups into the buildings.

On motion by McBroom, seconded by Westby, all voting in favor, to send a repair letter to the property owner of 220 Maple Avenue SW with the findings of the televising from Empire Pipe Services and require repair of sanitary sewer connection with verification to the City of the repair via televising by a third party.

Greenwald reported that during the televising of the 8" sanitary sewer line from Ahavah Cottage it was discovered that the line was clogged with old grease. The City jetted the line twice and Empire jetted it again. Empire states that the line will need a special grease treatment and then a procedure

that cuts the grease out and jetted until clear. If the old grease is not removed, the sanitary sewer will continue to collect debris and will clog.

On motion by Suemnick, seconded by McBroom, all voting in favor, to approve a proposal by Empire Pipe Services, for Specialty Cleaning and Televising of 8" Sanitary Sewer Main at Ahavah Cottage of grease deposits in the amount of \$2,768.

Greenwald noted there are many small tile lines within the 2023 Street and Improvement Project. He stated he would like to see them located and mapped as part of the project. Council agreed this would be beneficial and asked Greenwald to provide bids for this locating.

Council was presented with the Minnesota Pollution Control Agency (MPCA) Wastewater Treatment Facility Compliance Evaluation Inspection and Letter of Warning. Greenwald stated the Inspection occurs every three years. The inspection review period was September 2019 through June 2022. Several items were noted in the Letter of Warning as follows: Missing Samples, No Prior Approval from MPCA for use of a Chemical Additive, Unauthorized Release of Wastewater, and Records. Greenwald will provide requested data to the MPCA.

Greenwald reported the annual Minnesota Department of Health Water Inspection was completed last week. Two items related to the water filtration plant are 1. If the plant does not include Reverse Osmosis (RO), a Class D Water Operator License will be adequate. If the plant includes RO, a Class C Water Operator License will be required. 2. If Well #3 is used, a separate Wellhead Protection Plan will be needed for that well.

Greenwald reported that on August 17, 2022, a City employee was backing the 550 pickup truck at an angle into the 2nd Street City Shop and the header on the truck caught the side of the building. There was no damage to the truck, but it damaged the door frame and the siding.

On motion by McBroom, seconded by Westby, all voting in favor, to report the incident to the League of MN Cities Insurance Trust.

On motion by Westby, seconded by Houlihan, all voting in favor, to advertise for part-time Public Work Worker.

On motion by McBroom, seconded by Suemnick, all voting in favor, to approve the hire of Geri Svaleson for part-time office assistant.

Councilmember Houlihan introduced the resolution and was seconded by Councilmember Schnoor.

CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION NO. 808/22
RESOLUTION ACKNOWLEDGING A DONATION
FROM CORRINE AND LEO BROWN

WHEREAS, the City of Elysian has received a donation in the amount of \$100.00 from Corrine and Leo Brown to the Elysian Area Fire Department;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation in the amount of \$100.00 from Corrine and Leo Brown to the Elysian Area Fire Department.

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Schnoor, Suemnick, Westby

Councilmembers voting in the negative: None

Adopted by the City Council of the City of Elysian this 12th day of September, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

Councilmember Schnoor introduced the resolution and was seconded by Councilmember Houlihan.

CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION NO. 809/22
RESOLUTION ACKNOWLEDGING A DONATION
FROM PAMELA BAKER

WHEREAS, the City of Elysian has received a donation in the amount of \$547.50 from Pamela Baker to the Elysian Area Fire Department;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation in the amount of \$547.50 from Pamela Baker to the Elysian Area Fire Department.

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Schnoor, Suemnick, Westby

Councilmembers voting in the negative: None

Adopted by the City Council of the City of Elysian this 12th day of September, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

Councilmember Westby introduced the resolution and was seconded by Councilmember Houlihan.

RESOLUTION NO. 810/22
RESOLUTION ADOPTING THE 2023 PROPOSED BUDGET
FOR THE CITY OF ELYSIAN
LESUEUR AND WASECA COUNTIES

WHEREAS, the City of Elysian has considered and discussed the budget for the year 2023;
and

WHEREAS, the 2023 proposed budget is attached to this Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
ELYSIAN, MINNESOTA:

1. That the attached proposed budget for 2023 marked as "Exhibit A" is
hereby adopted.

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Schnoor, Suemnick, Westby

Councilmembers voting in the negative: None

Whereupon said resolution was declared duly passed and adopted.

Dated this 12th day of September, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

The preliminary 2022 Tax Levy, Payable 2023 was presented for review. The proposed levy is \$41,033 higher than the current year or an increase of 5.4%. The increase is due to a 7% insurance cost increase, IT costs for security and updating computers, Wayside Rest costs, grounds and building security costs, new lawnmower, and an increased Fire Relief contribution.

Councilmember Schnoor introduced the resolution and was seconded by Mayor McBroom.

RESOLUTION NO. 811/22
RESOLUTION ADOPTING PRELIMINARY 2022 TAX LEVY, PAYABLE 2023
CITY OF ELYSIAN
LE SUEUR AND WASECA COUNTIES

WHEREAS, the City of Elysian has adopted the proposed budget for the year 2023; and

WHEREAS, the City of Elysian has determined the tax levy for taxes payable in the year 2023 to be in the amount of \$802,483.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY ELYSIAN, MINNESOTA; that the following sums of money are levied for the current year, collectible in 2023, upon taxable property in the City of Elysian, for the following purposes:

General Fund	\$530,826
Fire Relief	\$ 24,402
Maintenance Replacement Eq.	\$ 10,000
Storm Sewer	\$ 5,000
Kaplan	\$ 12,000
2016 Local Improvement Levy	\$ 85,000
2018 Local Improvement Levy	\$110,000
2016 Fire Truck Debt	\$ 20,496
SCBA Tank Fire Debt	<u>\$ 4,759</u>
Total Preliminary Levy	\$802,483

Councilmembers voting in the affirmative: Houlihan, McBroom, Schnoor, Suemnick, Westby

Councilmembers voting in the negative: None

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor for Le Sueur County and Waseca County, Minnesota.

Adopted by the Elysian City Council on September 12, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

On motion by Houlihan, seconded by Suemnick, all voting in favor, to schedule the Truth in Taxation Hearing for December 12, 2022 at 6:01 pm. Public Comment will be taken on the 2023 Proposed Budget and the 2022 Tax Levy Payable in 2023.

Council was presented two quotes for VOIP Services for City Hall. Midwest IT: First year \$298.88 monthly, Subsequent Years \$243.88 monthly. Would retain Frontier Internet Services. MIDCO: \$249.35 (3-year contract). Would include phone and internet.

On motion by McBroom, seconded by Westby, all voting in favor, to approve the proposal by MIDCO for VOIP Services for City Hall, 110 West Main Street.

On motion by Schnoor, seconded by Suemnick, all voting in favor, to schedule a Workshop Meeting for Wednesday, September 21, 2022 to discuss IT Services Provider, Security Systems Provider, Asset Management Software.

Garbage and Recycling rates increasing 2% per contract on October 1, 2022.

Employee Evaluations are underway. On motion by Westby, seconded by Houlihan, all voting in favor, to schedule City Administrator Evaluation for Monday, October 10, 2022 at 5:30 pm.

Le Sueur County Flood Map Information Open House Meeting Wednesday, September 21, 2022 from 5:00 to 7:00 pm at Le Sueur Environmental Services Building.

Le Sueur County Drive-Thru Flu Shot Clinic Monday, September 26, 2022, 2:00 to 6:30 pm at Le Center Ambulance Hall.

Le Sueur County Officials Association Meeting Wednesday, September 28, 2022 at 7:00 pm, The Bar & Grill, Le Sueur.

The Cannon River Watershed Joint Powers Organization (CRWJPO) completed a Watershed Plan in 2020. The Watershed Plan has many action items to aid in improving water quality. One such action item is to complete shoreline surveys on 10 lakes within the Cannon River Watershed. Tustin Lake is one of the 10 lakes. Staff will use a drone to complete the survey work this fall. The tentative schedule is for this survey to take place over the course of two days in early to mid-October.

Nicole Lamont, Park Board Member, presented a preliminary conceptual drawing of Sunset Park. The design shows a location of the pavilion with bathrooms, parking lot, Minnesota Garden, future connection to the Sakatah Trail, helicopter display area, resting areas where benches will be placed, tree lines, and connections to ballpark and tennis courts. This preliminary design will be utilized to apply for grants and other funding.

On motion by Schnoor, seconded by Houlihan, all voting in favor, to approve the preliminary conceptual drawing of Sunset Park and to use this to apply for grants and other funding.

Jason Moran, City Attorney, reported the survey data for the ballfield and tennis courts at the Elementary School has been received from SEH Engineering. The next step is to get approval from the WEM School Board of the transfer and deed. This final step should be completed in the next 2-3 months.

On motion by Houlihan, seconded by Westby, all voting in favor, bills, payroll, and transfers were approved in the amount of \$213,332.36.

Public Comment: None.

On motion by McBroom, seconded by Schnoor, all voting in favor, to adjourn the meeting at 7:37 pm.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator