

**NOTES FROM CITY HALL  
FEBRUARY 2023**

The water utility rates have been increased effective January 1, 2023. The increase will be reflected on the February 2023 utility bill. The base charge has increased from \$18 to \$19 per month. The user charge has increased from \$7.00 per 1,000 gallons to \$9.50 per 1,000 gallons. There will be no other changes to the utility rates for 2023.

Elysian Area Chamber of Commerce is sponsoring a Winter's Farmers Market March 11<sup>th</sup>, April 8<sup>th</sup>, and May 13<sup>th</sup> from 10:00 am to 1:00 pm at the Main Street Venue, 117 East Main Street. New Vendors are always welcome. Please call Tasha Hering at 507-995-0687.

Mark your calendar: City-wide Clean Up will be held May 20<sup>th</sup> at Lake Francis Park.

Waseca County 2023 Board of Review & Equalization will be April 11<sup>th</sup> from 10:00 am to 6:00 pm at the Waseca County Courthouse (Open Book).

Per City Ordinance §70.01 – (B1) At 3 inches of snow accumulation or more, no parking or leaving cars on any street or avenue will be allowed between the hours of 5:00 am and 10:00 am. (2) Notwithstanding the above, parking in the Central Business District shall be prohibited between the hours of 2:00 am and 7:00 am between the dates of November 15<sup>th</sup> and April 15<sup>th</sup>.

**UPCOMING ELYSIAN AREA LIBRARY & HERITAGE CENTER EVENTS:** *Puzzle Derby* – March 1<sup>st</sup> at 9:00 am Age 18+; *Romp & Rhyme Storytime* – Thursdays in March at 10:00 am Ages 5 and under; *Organizing 101* – March 6<sup>th</sup> at 6:00 pm; *Macrame Gnome* – March 8<sup>th</sup> at 6:00 pm (Registration is required. Geared for teens and adults.); *Preschool Fairytale Fun* - March 16<sup>th</sup> at 10:00 am Ages 5 and under; *Spice Club* – March 20<sup>th</sup> at 6:00 pm. The Library is currently taking gently used books, puzzles, and games for their upcoming book sale fundraiser this Spring/July. For all questions about events or to register please call 507-267-4411 or email [libtle@tds.lib.mn.us](mailto:libtle@tds.lib.mn.us)

The Elysian Area Foundation is sponsoring Bingo on Friday evenings at the Elysian American Legion Club at 6:30 pm. Please contact Pat Nusbaum if you would like to volunteer – 507-317-0532.

**ELYSIAN CITY COUNCIL  
REGULAR MEETING SUMMARY  
FEBRUARY 13, 2023 AT 6:00 PM**

Present: Mayor Tom McBroom; Councilmembers Bobby Houlihan and Dennis Schnoor; City Administrator Lorri Kopischke; Public Works Director Ron Greenwald; City Attorney Jason Moran. Absent: Councilmembers Bryan Suemnick and Derek Westby.

Approved the minutes of the December 12, 2022 Special Workshop and Regular Meetings, December 20, 2022 Emergency Meeting, and December 28, 2022 Year End Meeting.

Le Sueur County Captain Bruce Collins reported things have been calm in the City. A new division has been added to the Sheriff's Office Department of Human Resource – Public Assistance Fraud. In filling that position, a deputy position opened up and the County has offered the position, and expects it to be filled, by its first female officer.

City Attorney Moran reported the deed transfer for the ballfields/tennis courts has been completed. He updated the Council on various items being considered by the State Legislature.

Approved the designations as follows:

- a. Regular Council meeting date and time: Second Monday of each month at 6:00 pm unless otherwise designated.
- b. Appointments / Assignments:
  - i. Mayor Pro Tem – Dennis Schnoor
  - ii. Official Depository – Elysian Bank and Northland Securities
  - iii. Official Publication – MN South Lake Region Life Enterprise
  - iv. Legal Counsel – Jason Moran, Law Firm of Christian, Keogh, Moran & King – Criminal and Civil
  - v. Auditor – Burkhardt & Burkhardt, Ltd
  - vi. Authorize City Administrator or their designee to make electronic fund transfers.
  - vii. Planning and Zoning: Member from Council – Tom McBroom – 1 year term, Member from Public – Shelly Ims -

3 year term

- viii. EDA: Member from Council – Bobby Houlihan – 1 year term, Member from Council – Derek Westby – 1 year term, Member from Public – Steven Ritchison – 6 year term, Administrator – Lorri Kopischke – 1 year term
- ix. Park Committee: Member from Council – Tom McBroom - 1 year term, Member from Council – Bobby Houlihan - 1 year term, Member from Staff – Ron Greenwald - 1 year term, Member from Staff – Nicole Lamont – 1 year term, Member from Public – Shayne Danielson-Copeland – 1 year term, Member from Public – Roger Quiram – 1 year term, Member from Public – Mark Thompson – 1 year term
- x. WEM Community Education Advisory Board – Tom McBroom - 1 year term
- xi. Representative to the MVCOG General Assembly – Tom McBroom - 1 year term
- xii. Fire Relief Association: Member from Council – Dennis Schnoor – 1 year term. Member Appointed – City Administrator Lorri Kopischke – 1 year term
- xiii. Joint Fire Board Representative – Dennis Schnoor
- xiv. Emergency Management: Director – Dennis Schnoor

Approved the Fire Department Chief Appointments as follows: Chief – Jason James, First Assistant Chief – Jacob James, Second Assistant Chief – Greg Lamont.

Approved the Meeting/Monthly Payment Amounts as follows: Fire Chief - \$316.67 per month, Planning and Zoning Commissioners - \$50 per meeting / training, EDA Commissioners/Administrator - \$40 per month plus \$40 per special meeting / training, Park Board Members - \$25 per meeting, Fire Relief Representative - \$25 per meeting, Joint Fire Board Representative - \$25 per meeting.

Approved Resolution #824/23 – Request from Henninger Properties for a Planned Unit Development to allow an additional 4-plex on the property located at 220 Maple Ave SW aka Hidden Meadows No. 2.

Received the Construction Plans for the 2023 Street and Utility Improvement Plan and approved Resolution #827/23 Approving Plans and Specifications and Ordering Advertisement for Bids.

Approved SEH Engineering Master Agreement and Supplemental Letter for 2023 in a not-to-exceed of \$5,000.

Approved replacement of the front door of the Tourism Center by Waseca Glass in the amount of \$4,600.

Approved quotes from Schmahl Construction to make repairs to the Wayside Rest men's restroom countertop in the amount of \$960 and the City Shop building in the amount of \$1,520.

Approved a Service Agreement with Silversmith Data for an Asset Status Tracker for an upfront cost of \$5,700 and an annual recurring fee of \$1,600 to start on renewal date in 2024.

Approved Resolution #825/23 – Safe Electronic Transfers and Payments Policy.

Approved Resolution #826/23 – Accepting Donation from Elysian Fire Relief Association in the amount of \$20,000.

Approved revisions to the Emergency Management Handbook for Government Officials, City of Elysian.

Approved an alternate Access System for the Tourism Building from Hawk Systems Inc. in the amount of \$4,122.83 with a recurring monthly fee of \$14.95 for Standalone Cloud Based Access Control.

Approval a proposal from MIDCO for telephone/internet at the Tourism Center in the amount of \$116.24 per month.

Approved a 2023 Soft Drink License for the Elysian Area Chamber of Commerce.

Approved MVCOG to perform a wage study, job description updates, and personnel policy review for (4) four full-time employees.

Approved a proposal from Metro Sales, Inc. for Managed Print Services for 60 months in the amount of \$91.62/month.

Approved bills, payroll, and transfers in the amount of \$901,955.91.

Public Comments: None. The meeting adjourned at 8:30 pm.