

JASPER CITY COUNCIL MINUTES

Regular Meeting-January 14, 2025

The Jasper City Council of the City of Jasper met in-person on **Tuesday, January 14, 2025**

Members present:

Mayor Les Nath, Mayor Kim Lape; Council members: Deb Plahn, Zach Kounkel, Tim Houg, Stacie Smith;

Employees present: Admin/Clerk-Treas: Trinidad Garcia, Deputy Clerk/Treas.: Maggie Erickson; Public Works Superintendent: Brian Thode

Pipestone Star: Kyle Kupal;

Community members: Pete Luehmann, Kim Drew, Jim Veldkamp, Julie Meyer, Brad Ykema, Aaron Lape, Jay Eggerud, Deb Tillma, Cynthia Jamison, Brian Sievert, Lisa Kounkel, Barb Westerbur, Sue McKennan, Paula Sanow

Mayor Les Nath called the Regular Meeting to order at 7:00pm followed by the Pledge of Allegiance;

Mayor Nath turned the meeting over to City Admin to swear in new Council members. New Mayor Lape, Council member Smith, and Council member Kounkel received a certificate of election and read the Oath of Office. Meeting was turned over to Mayor Lape to proceed in her new role.

Agenda Approval:

Removed:

Added:

- Appoint official newspaper

Motioned by: Plahn 1st/Houg 2nd. All ayes followed

Community Input:

- Kim Drew – ALICE training – Kim Drew addressed Council regarding Alice Training for active shooter response to have 1-2 EMS volunteers trained and this can include the Fire Dept as well. Drew requested approved from Council to fund the cost for the training. Council approved ACLICE training for \$750 a person for 1-2 EMS volunteers.

Motioned by: Plahn 1st/Houg 2nd. All ayes followed

Kim Drew shared that the Ambulance received a onetime aid of \$53,730.07. The Ambulance has a time line to use the funds. Drew stated that they have new elected officers and board members.

They will meet to discuss how the funds will be applied. Mayor Lape inquired on the time frame to use funds and Drew stated that it is will need to be used within the year or two.

Drew also came across an additional grant from Avel for an emergency screen to put in the ambulance and this will be paid for the first 2 years. Afterward the cost will depend on the volume of patiences. This feature will allow the Ambulance volunteers to contact the hospital, call for flight, etc.

Drew also shared the election results for Ambulance officers and board members.

- Kim Drew/Pres 13, Jim Veldkamp/VP 13, Ambert Sievert/Secretary 6, Maddie Kallemeyn/Treasurer 9, Board members: Wayne Drew 10, Lana Baerenwald 9, Brian Sievert 7

Drew gave an additional update on receiving grant funds from Luverne Community Foundation to put towards the Ambulance loft. The Ambulance received \$3,000 from Luverne and the City will cover the difference. Mayor Lape stated that she would like to visit the barn to see the loft and attend an Ambulance building sometime.

- Julie Meyer/Stonewall Bar – Julie attended the meeting to present to Council a letter written by Kyley Mills. Julie read the letter that stated that Kyley will not be renewing her liquor license and will be closing her bar at the end of January 2025. The letter addressed Kyley’s opinion as to multiple areas of issues that she ran into that lead her to the decision of closing her bar in Jasper. Julie Meyer shared her opinion as to the situation with the closing of the bar.
- Brad Ykema – attended the meeting in regards to the bar and questioned the role of the JDC, who put them in charge, was it City Council, were they voted in. City Admin explained that the JDC does not fall under the City and have been in place for a long time. Brad continued to question when and how the JDC was created. Council members explained that the discussions of the bar are between Kyley the JDC. Mayor Lape shared if Brad wanted more information regarding the JDC he can attend the next meeting on January 29, 2025 at noon and explained that JDC does not have anything to do with the City.
- Council member Plahn addressed that the Lions Club could not support the “Chase the Queen” under the gambling license that they hold for pulls tabs.
- Deb Tillma asked how much the liquor license cost in town. The City Admin explained for on/off sale it is \$1,000 for the year. Tillma asked if an additional cost was needed to serve at the community center/hall. City Admin explained that Kyley needed a catering license to serve at the hall and she did not have one for the Jasper Bar, but she did have one for the Trosky Bar.

- Jay Eggerud asks if the liquor license was up for grabs and wanted to know who will apply for the liquor license. City Admin explained that Kyley's license will expire since she chose not to renew the license and no other business is requesting an on/off sale liquor license at this time. Eggerud also questioned the number of licenses for the City and City Admin explained that the City is able to have 4 liquor licenses based on population. Jay also asked what will happen with the pull tabs and revenue from them. Council member Plahn explained that there will no longer be pull tabs. Council member Plahn explained that Kyley received a percentage of the pull tabs revenue.
- Mayor Lape requested to have a special meeting inviting the JDC to attend to assist with answering questions regarding the JDC.
- **Review and approve minutes from:**
- Truth and Taxation on Tuesday, December 10, 2024.
Motioned by: Houg 1st/ Plahn 2nd. All ayes followed
- Regular Meeting on Tuesday, December 10, 2024.
Motioned by: Plahn 1st/ Smith 2nd. All ayes followed

Review/Approve receipts and claims to date.

- Splashpad final invoice received & paid \$155,473.00
- Ambulance Aid \$53,730.07 – Kim Drew will meet with new Ambulance board members to determine where funds will be applied.
Motioned by: Houg 1st/Smith 2nd. All ayes followed

Paula Sanow was present to address questions on behalf of the JCF. City Admin addressed that the JCF wanted to know when the City received the final invoice for the installation of the Splashpad and after receiving the \$30k from the County what the remaining balance would be. The difference came out to \$19,165.80. Paula will need to go back to the committee to vote on donating additional funds for the splashpad installation vs accessory items.

- Authorize Certain Claim Payments – Resolution 25-6D – The resolution addresses a list of claims that can be paid prior to Council approval which includes a list of ACH vendors. Council approved Resolution 256D.
Motioned by: Houg 1st/ 2nd. All ayes followed

Delinquent Sewer/Water/Garbage:

- Council member Plahn questioned #42 and the delinquent amount totals from current to previous month. The amount was a \$25 difference and it was explained that the \$25 is a late fee.
- It was also noted that delinquent notices were hung up to address the list of delinquent accounts.

Wellness Center/QCC:

- Designated Tornado shelter – City Admin asked Council to clarify from the previous meeting if the basement door vs the south glass doors needed to be locked. Council member Plahn stated the basement door is the one that Council requested to be locked. City Admin explained that this will need to be reviewed again because the QCC is a designated tornado shelter and the public will need to have access to the basement as well as the daycare in case of bad weather or a tornado. Discussion took place as to the need for the public to have access to the basement for an emergency. Council decided to keep the basement unlocked and will revisit if they run into an issues.

New Business:

- **Appoint official newspaper** – Council approved the Pipestone Star as the official newspaper for 2025.
Motioned by: Kounkel 1st/Houg 2nd. All ayes followed
- **Appoint Acting Mayor** – Resolution 25-6A – Council appointed Council member Plahn as Acting Mayor for 2025.
Motioned by: Smith 1st/ Houg 2nd. All ayes followed
- **Appoint Government Structure Committees** – Council approved the Government Structure Committee presented with the correction to Mayor Lape’s name under Dept heads.
Motioned by: Plahn 1st/ Houg 2nd. All ayes followed
- **Zoning/Planning Commissioners** - Current Zoning ordinance states the City has and refers to a Commissioner group of three with a 3 year term, MN statues states the City does not need to have a Commissioner group and Zoning items can be addressed with Council for review and approval using Public Works Sup’s expertise, but changes can not be made unless we make a change in our Zoning Ordinance. Council member Kounkel will need to step down from Zoning Commissioner and City will acknowledge a vacancy. City will post the vacancy.
Motioned by: Smith 1st/ Plahn 2nd. All ayes followed
- **Designate Peoples Bank as the official depositor** – Resolution 25-6B – Council members approved Peoples Bank as the official depositor for City funds under a checking account and a money market account for investments. This includes authorized signatures of officials and employees.
Motioned by: Plahn 1st/ Smith 2nd. All ayes followed
- **Approve 2025 mileage rate** – Resolution 25-6C – Council approved Resolution 25-6C to \$0.70 cents/per mile rate set by IRS effective on January 1, 2025.
Motioned by: Houg 1st/ Plahn 2nd. All ayes followed

- Appoint an Attorney – Council requested additional feedback from other neighboring cities to compare to make a decision on appointing an attorney.
- Schedule Employee Evaluations – Schedule a two-part meeting, first meeting with Council to review employee details and second with Employee to discuss review. Council is requesting to schedule a special meeting on January 21, 2025 following Bollig meeting with back-up date on January 27, 2025. With Employee Evaluation meeting on February 11, 2025 at 6pm prior to Regular meeting.
- City Annual Schedule Sample – City Admin presented an annual Calendar of events for the City to note Council meetings, City Holidays, and events that take place throughout the year. Council agreed to have the schedule and share with residents in the water bill, website, and bulletin board.
- City Annual Fee Schedule – Council reviewed The City fee schedule for 2025, made some adjustments and approved rates. Next Council meeting will include final fees with Resolution.

Motioned by: Houg 1st/ Kounkel 2nd. All ayes followed

- MMUA 2025 Safety Training – City Admin shared annual safety meeting schedule with Council. Monthly meetings are from February through November, with the City hosting a meeting on October 9, 2025.
- Fire Department – Update in Officers – Election Results.
 - Chris “Kip” Johnson/Fire Chief 10, Scott Monger/Asst. Chief 5, Scott Monger/Secretary 14, Matt Haraldson/Treasurer 14, Andy Madetzke 14
- BluePeak Rate Increases – February 2025 – City received a rate increase letter from Blue Peak for 2025. Cable service at the QCC will increase by \$27 for my business locals & more, current cost is \$153 a month. Phone service will increase by \$10 for the office phone line, fax, QCC, and Memorial Hall, current cost for each line is \$20 a month. Deputy Clerk/Treas had a suggestion to see if Alliance would be willing to work with the City to implement service for the City. The City currently utilizes Alliance at the City shop and Fire Barn.
- Xcel Rate Increases – City received an increase of electric rates notice.
- UPS drop box – Deputy Clerk/Treasurer asked if Council would be open to being a UPS drop off location. Council thought it was worth looking into.

Old Business:

- Liquor License – Stonewall Bar & Grill will expire January 31, 2025 – Julie Meyer presented a letter to Council earlier in the meeting and Kyley decided to not renew her license and the bar

will be close on January 31, 2025. Council continued to discuss the options of having an open meeting with the JDC to address questions from the public. January 23rd at 7pm is a tentative date.

- Council Annual Regular Meetings – Revised November meeting – Council’s Regular meeting will be changed to November 18, 2025, since November 11, 2025 is Veteran’s Day and a City holiday.
 - Local Board of Appeal – April 2025 – meeting will be scheduled on April 7, 2025.
- Bollig meeting request – discussed previously in the meeting to request a special meeting on January 21, 2025 with a back-up date on January 27, 2025.
- RCO – Follow-up on acquired help – Council discussed the option of a part time person to assist with cleaning buildings, the wellness center, and any other tasks. Council approved moving forward with RCO to bring in a part time person to assist with cleaning City buildings.
Motioned by: Smith 1st/ Houg 2nd. All eyes followed
- Property Letters – Two rounds of property letters have gone out to the residents and a third round is due. City Admin asked Council if they want to pursue a third round of letters or hold off until spring. Mayor Lape and Council member Plahn agreed to hold off until spring and revisit in April. Send out resident reminders in March that Spring is approaching.
- Sue Mckenna asked if anyone needed help during clean-up days, is there a group to ask. Mayor Lape suggested the 4H group, Jasper Jolly Juniors. It was noted to invite a 4H representative to the March Council meeting to discuss. Sue also suggested if the City could include a shredding event or look into it. City Admin suggested asking RCO because they support a shredding service. More research will take place.

Public Works & Building/Grounds Report:

- Land-Use Permits – Rose Dell Township for shop building at 121 1st Street E, Matt Jensen 312 6th Street E to install wood fence. Also received three demo permits for CHS.
- MRWA – Annual Water & WW Technical Conf-Mar 4-6 2025 – Public Work Superintendent will attend the annual water conference.
- Meeting room bid for new cabinets – Council had previously discussion about a year ago to look into this replacing the kitchen cabinets in the meeting room. Public Works Sup presented a bid for kitchen cabinets in the meeting room from Jandl Construction for \$11,481.00. Council agreed to

move forward with replacing the kitchen cabinets in the meeting room. City will coordinate with Jandl and hall rentals to complete the job.

Motioned by: Plahn 1st/ Houg 2nd. All ayes followed


- Post Asst. Public Works position – Council discussed the need for an asst. Public Works position and approved posting a wanted position in the paper for three weeks with last day to submit on Friday, February 7, 2025 for a fulltime position.

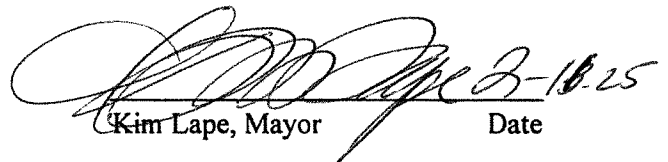
Motioned by: Plahn 1st/ Smith 2nd. All ayes followed

Upcoming Meetings:

Council Meeting: Tuesday, February 11, 2025 at 7:00 p.m.

Plahn motioned to adjourn, Houg seconded all ayes, carried; regular meeting adjourned at 9:07p.m.


Trinidad Garcia City Admin/Treas. Date 2-11-25


Kim Lape, Mayor Date 2-11-25