

JASPER CITY COUNCIL MINUTES

Special Meeting – Bollig Engineering – January 27, 2025

The Jasper City Council of the City of Jasper met in-person on **Monday, January 27, 2025** at 6:00 pm.

Members present:

Mayor Kim Lape; Council members: Stacie Garcia, Deb Plahn, Zach Kounkel, Tim Houg,

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

Bollig Engineering:

Jordan Odegard – Project Engineer

Kris Ambuehl – VP of Client Development

Bollig Engineering purpose is to review the needs of small cities regarding their utilities and infrastructure needs. They assist with funds through grants and loans.

Pipestone Star: N/A

Community members: Doug Tillma, Cynthia Jamison, Sue McKenna

Mayor Kim Lape called the Special Meeting to order at 6:00pm followed by the Pledge of Allegiance;

Kris Ambuehl opened the meeting to go over the needs assessment for the City of Jasper and encouraged anyone to ask questions throughout the presentation. Following the presentation, a path of the next steps were shared in order for Council to review.

Bollig's assessment report reviewed the following areas of the City. (Report shared with Council and is available to share with the public upon request.)

- Health and Sanitation
 - Drinking Water
 - Waste Water
- Preliminary Funding Analysis
- Drinking Water Source
- Water Tower
- Water Distribution System
- Wastewater Collection System
- Wastewater Treatment Facility
- Jasper WWTP Average Flow
- Jasper WWTP Peak Flows
- Stormwater System

- Streets
- Miscellaneous Potential Needs
- Recommended Next Steps
 - Approve Bollig Task Order for PER/ER – Preliminary Engineering Report and Environmental Report – Format in accordance with Rural Development requirements for infrastructure improvements.
 - Consider Request for Water Tower Inspection (Est. \$3,500-\$4,000)
 - Consider Exaction/Inspection of Watermain Fittings (Est. \$2,500 to \$3,000)

Kris explained the task order No. 2 presented to Council for PER/ER – Preliminary Engineering Report and Environmental Report for \$45,000. The City can choose to invest an amount towards the PER and the remaining funds will not be payable until after funding is secured.

Council will review details and Bollig will send over a copy of the presentation to share with Council. The task order will be reviewed and decided during the next upcoming Council meeting in February 2025.


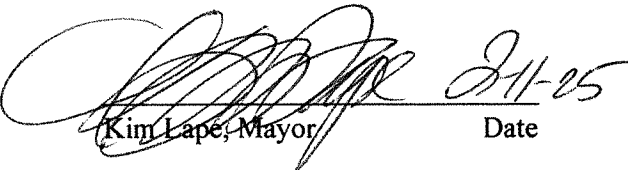
Mayor Kim Lape closed special meeting on Monday, January 27, 2024 to discuss employee evaluations and performance reviews for the following employees:

Brian Thode
 Maggie Erickson
 Trinidad Garcia

Upcoming Meetings:

Special Meeting – Employee Reviews presented: Tuesday, February 11, 2025 at 6:00 p.m.

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

 _____ Trinidad Garcia City Admin/Treas. Date	 _____ Kim Lape, Mayor Date
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