

JASPER CITY COUNCIL MINUTES

Regular Meeting-June 11, 2025

The Jasper City Council of the City of Jasper met in-person on **Wednesday, June 11, 2025.**

Members present:

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: Mark Jamison, Madalynn Garcia, Angel Garcia, Brian Sievert

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

Agenda Approval:

Removed:

- Amb-Kim Drew – History/Agreements

Added:

- Block off main Street/Lisa Petersen request
 - Madi Garcia – Gym use
 - Brian Sievert – Gym maintenance
 - Angel Garcia – Follow-up on gym maintenance
- Motioned by: Plahn 1st/Houg 2nd. All ayes followed**

Community Input:

- Block off main street/Lisa Petersen (no present) – Deputy Clerk shared Lisa Petersen's request to block off the main street during Quartziter Days on the July 18 & July 19. Council discussed the request and approved blocking main street on Friday 7/18 for the Car show up to Sherman and on Sat 07/19 from the Jasper Bar to Sherman, but will leave Sherman unblocked for through traffic or emergencies.
Motioned by: Plahn 1st/Houg 2nd. All ayes followed
- Madi Garcia - Asked for Council approval to attend the gym on her own because she is training for cross country and track. Council granted approval.
- Brian Sievert – Gym maintenance – Brian provided Council with a hand out that gave a list of examples of gym maintenance items. Brian shared his concerns with Council with the lack of maintenance to the gym. Mayor Lape reviewed the list with Council's input and stated that items

were being addressed. Items reviewed were wiping and sanitizing, and this is done once a week plus members are also asked to wipe equipment after use. Council asked if Mikayla began assisting with greasing the equipment, it was noted that she has not started yet. Gym floor is being looked at to repair the dents made by weights and letters have gone out to gym members addressing deadlifts are no longer permitted in the gym. Council asked Public Works Supt if lubricants have been ordered and it was noted that the product needs to be ordered. Butterfly machine was in need of repair to put back the cable. Leg press machine was in need of review to determine if the City puts money into repairing the machine or ordering new.

- Angel Garcia – Follow-up on gym maintenance – Angel attended the meeting to follow-up on items that needed to be addressed for the gym, based off discussions from the May 2025 Council meeting. He wanted to share his concern with the equipment not being maintained that it is leaving room for someone to get hurt. He gave a suggestion to replace all belts on the machines and tighten all screws on equipment. Mayor Lape suggested getting a professional opinion on all gym equipment and maintenance. It was also suggested to look for grant options for new equipment or look for other areas that may be upgrading their equipment, leaving an opportunity for the City to purchase the used equipment.

Council made a motion to have a professional come in and review current equipment and offer suggestions on maintenance of the gym.

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

Review and approve minutes from:

- Regular Meeting on Wednesday, May 14, 2025

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

Review/Approve receipts and claims to date.

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

Delinquent Sewer/Water/Garbage:

Wellness Center/QCC:

- Front door lock – Public Works Supt replaced the battery in the front door and suggested trying to reprogram the lock in place of the removing the lock from the door. City Admin will look at reprogramming the lock as this posed a problem in the past to get this to work.
- Gym Maintenance – addressed earlier in the meeting.

New Business:

- Amb/Fire Dept – City agreements review – City Admin shared Fire and Ambulance Ordinance that were put in place with the City. Kim Drew had information to share with Council but was unable to attend the meeting. City Admin shared Kim Drew’s suggestion with meeting with a smaller group from Council and City Staff to discuss City agreements with Fire and Ambulance to then circle back to a Council meeting to share the findings.
- Park Rental Agreement – Review and Approve – City Admin provided Council with a Park Rental Agreement that to have paperwork in place when renting the park shelter. City’s legal reviewed and approved. Council approved the park shelter paperwork.

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

- Park Rules suggestions – City Admin shared a sample of City park rules to place a sign down at the park. Council and Staff had discussions regarding verbiage to add to the park rules and having a separate sign for the splashpad. City Admin will gather samples from Tailor d’ Signs and will present to Council.

Old Business:

- Water & Sewer Rate Ince – Resolution 25-162A – Council approved Resolution 25-162A for July 1, 2025 annual water and sewer increase.

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

- Amend Water Rate Inc Eff 07/01/2024 – Resolution 24-135A – Council approved the amended Resolution 24-135A from 2024 for the water and sewer increase to capture the correct increase rate at that time of \$5.12 for water and \$4.12 for sewer. The sewer amount was incorrect on the 2024 resolution with the rate at \$3.12 for sewer. Minutes for the approval for the increase back in 2024 captured the correct amount and the rates have been charged correctly to the residents.

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

- Accepting Employee Pay Increase Eff 06/01/2025 – Resolution 25-162B – Council approved Resolution 25-162B accepting additional employee pay increases for City Staff that was motioned on May 14, 2025 for the year of 2025 taking effect on June 1, 2025.

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

- Accepting City Office Roof Repair Bid – Resolution 25-162C- Council approved Resolution 25-162C accepting the bid from Hawes ALL Construction for the City roof and backroom siding for \$37,125.65.

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

- Jasper Bar – Optional 2am Liquor Permit. Jasper Bar submitted 2am liquor permit for approval following the amendments to the City Ordinance 25-01 following the May 2025 Council meeting. Jasper Bar also inquired about Sunday on-sale liquor sales and the steps needed for Council

approval. The request requires a ballot question added to an election. City Admin will reach out to the LMC to get information needed in order to move forward with the request.

- Council Ride along 2nd Round – City Admin sent out a 2nd round of letters following the 2nd Council ride along. A 3rd round of letters will take place in 30 days (Public Works Supt will review properties that received a 2nd letter.) and Council will discuss what steps are needed afterwards.
- Fire Pits & Burning rules – City Admin shared with Council recreational fires and outdoor fireplace information from the State Fire Marshal website per follow-up from the previous Council meeting. Plus, verbiage from the City Code book section 9.50 Air Pollution Control regarding items that are not permitted to burn. Under City Code it was noted that the City should have an official copy of the Fire Code to reference. City Admin will follow-up with the Fire Chief.

Public Works & Building/Grounds Report:

- Land-Use Permits – Kaitlynn Isle/202 Sherman Ave N installed a privacy fence and Brandon Kounkel/315 Main Ave N is building a shed.
- Old Rose Dell Township building transition – City Admin shared that Butch from Rose Dell contacted the office to request the City to take over utilities and they are officially moved out. Public Works Supt moved some Christmas items into the shed.
- Fall Clean-up Day – Public Works Supt will follow up with Van Dyke to see if 9/13 or 9/20 will work for the fall cleanup day. Going forward clean-up days will be set during the beginning of the year.
- Cemetery weed sprayer – Public Works Supt asked Council for approval to purchase a weed sprayer with a roller for \$600. He shared what the benefits would be to address the weeds at the cemetery or where needed. Council approved the weed sprayer.

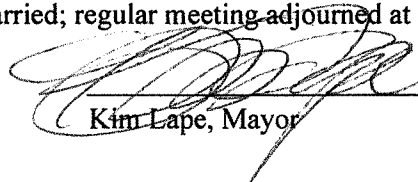
Motioned by: Houg 1st/Kounkel 2nd. All ayes followed

Upcoming Meetings:

Council Meeting: July 8, 2025 at 7:00 p.m.

Smith motioned to adjourn, Kounkel seconded all ayes, carried; regular meeting adjourned at 7:59p.m.

Trinidad Garcia City Admin/Treas. Date

 7-8-25

Kim Lape, Mayor Date