

AGENDA FOR FEBRUARY 12, 2024 COUNCIL MEETING

☐ Call to Order

Mayor Stan Townsend called the meeting to order at 6:30 p.m. In attendance were Darwin Sietsema, Brian Baartman, and Chris McCurdy. Also in attendance were Jessica Foley, Laura Ostlie, and Darrin Haroldson.

☐ Pledge of Allegiance

The Pledge of Allegiance was recited by those all in attendance.

☐ Approval of Minutes from January meeting

Minutes of the January meeting were approved by M/ _____ 2/ _____ /cd unanimously.

☐ Resolution 2024-04 Accepting Kathy Rupp's resignation and declaring a vacancy

Councilmember Kathy Rupp submitted a letter of resignation on January 26, 2024 effective immediately due to health issues. The city council regrettfully accepted her resignation with Resolution 2024-03; A Resolution Accepting Resignation and Declaring a Vacancy approved by M/ _____ 2/ _____ /cd unanimously.

☐ Public Hearing with DSI

The Regular Meeting was closed and the public hearing opened at _____. Jessica Foley of Development Services reviewed the proposed activities, location, overall cost, and proposed financing with the Small Cities Development grant. She also reviewed the implementation schedule, past performance of the proposed staff to carry out the project, and compliance with historic requirements. The Public Hearing closed at _____ and the Regular meeting reopened.

Conflict of Interest Disclosure statements were discussed and signed by two (2) council members.

Motion by M/ _____ 2/ _____ /cd to approve DSI to move forward with the final application and authorize the Mayor to sign the grant application form when it is completed.

Resolution 2024-03 Local Government Resolution was approved by M/ _____ 2/ _____ /cd unanimously.

Motion by M/ _____ 2/ _____ /cd unanimously to move forward with the request for proposals for administrative services.

It was approved to sign the Resolution for Cooperative Agreement with the City of Tyler for the Small City Rehab Grant by M/ _____ 2/ _____ /cd unanimously

☐ **Bollig – Congressionally Directed Spending Request**

Laura Ostlie from Bollig Engineering was here to talk to the council about Congressionally Directed Spending Requests. The Federal Legislature is planning on accepting request for CDSR applications. Bollig would prepare an FY 2025 request and help submit it on the city's behalf for \$2500.00. It was approved to sign Task Order #4 authorizing Bollig Engineering prepare and submit the Congressionally Directed Spending Request (CDSR) Application for \$2500.00 by M/ 2/ /cd. unanimously.

☐ **Approval of Request for Proposals regarding Federal and State funding for Civil Engineering and Related Services**

The City of Ruthton has approved applications for both state and federal funding for utilities. To accept grant awards from federal and state sources the city is at times required to use the Request for Proposal (RFP) process. M/ 2/ /cd to advertise a RFP for Engineering Services. Engineering services will have until 5:00 p.m. on March 22, 2024 to submit an RFP. The city will have a Special Meeting on Monday, March 25, 2024 select an engineer.

☐ **Darrin**

Wastewater Supervisor, Darrin Haroldson gave the council his report for the month of December and answered the council's questions.

☐ **Opening of Sealed Bids for 79 Fire Truck**

☐ **Building Permits - NONE**

☐ **Approval of Bills**

The January bills were presented and approved by M/ 2/ /cd unanimously.

☐ **Approval of Meulebroeck, Taubert & Co for 2023 audit**

It was approved to have Meulebroeck, Taubert and Co. do the city's annual audit for 2023 for \$7800.00 by M/ 2/ /cd unanimously.

☐ Personnel Policy

A draft of the personnel policy was reviewed by the council. M/ 2/ /cd unanimously to approve the updated personnel policy.

☐ Other

- Infrastructure Project – See above.
- Welcome Sign – Signs are done.
-
-
-

☐ Clerks Update

Rehab account = \$ 27,197.42

Public Hearing for Floodplain is scheduled for March 11, 2024 at 6:30 p.m.

The Local Board of Appeal and Equalization has been scheduled for Thursday, April 11, 2024 at 7:00 p.m.

☐ Adjourn The meeting adjourned at p.m. by M/ 2/ /cd.