

APPLETON CITY COUNCIL MEETING MINUTES WEDNESDAY, APRIL 12, 2023

Pursuant to due call and notice thereof, the regular meeting of the City Council of Appleton was held on Wednesday, April 12th, 2023 in the Council Chambers at the Appleton Civic Center.

Council Members Present in Chambers: Justin Koepp, Allan Oyen, Vanessa Lhotka-Meyer, Stacey Raddatz & Dan Enke.

City Staff Present in Chambers: John Olinger – Interim City Administrator, Emma Haugen – Clerk/Treasurer, Elizabeth Gades – Accounting Officer, Sedrick Borsgard – Police Chief, Brent Powers – Contract Wastewater Operator

Public Present in Chambers: Mitch Fett, Allen Tonak, Rev. Herbert Rotunda, Brian Wojtalewicz, Larry Rebman, Gary Eliason, Randy Henneberg, Pat Krebs, Richard Krebs, Paul Petrick – Swift County, Jennifer Weets, Joe Tschida – Swift County Assessor & Gabrielle Doscher – Swift County Appraiser.

Public Present Virtually: Mike Meyer

Mayor Koepp called the meeting to order at 6:00 p.m.

I. **Additions or Corrections to the Agenda**

a. Interim Administrator Olinger asked to add Hazardous Property Resolution for 49 N Miles

b. Interim Administrator Olinger noted corrections to the special meeting listing Ronning instead of Rooney Avenue and the time that was listed on the website was incorrect due to the system time zone setting

c. Mayor Koepp proposed adding Campground Bathrooms to the agenda

d. Councilor Enke proposed to add discussion on adding the Pledge of Allegiance to the meetings

e. Councilor Enke made a motion to approve the agenda as amended. Councilor Lhotka-Meyer seconded the motion. After call for further discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

II. **Approval of Minutes:** A motion was made by councilor Enke and seconded by councilor Oyen to approve the minutes from the regular meeting on March 8th and March 1st and 30th Special meetings. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

III. **Public Hearings**

a. **Local Board of Appeal & Equalization:** The public hearing was started at 6:05 p.m. Swift County Assessor Joe Tschida said that some appeal calls had been received at his office and some adjustments had been made. He also fielded questions from the public and the council.

IV. **Old Business:**

a. **Wastewater Contract Operator Contract:** A motion to approve the \$2,400.00 per month was made by councilor Lhotka-Meyer and seconded by councilor Raddatz. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

V. **Public Comments:**

a. A public comment sheet was turned in to Mayor Koepp who invited Larry Rebman to speak. Mr. Rebman spoke about the trenchless rehabilitation information that was given to the Mayor.

VI. **New Business:**

a. **County Road 6/East Reuss Avenue Construction Update – Swift County Engineer:** Paul Petrick, Assistant Engineer from the Swift County Highway Department spoke about the upcoming project on County Road 6/East Reuss Avenue. A motion to authorize the City Administrator to sign a letter acknowledging and approving Swift County to operate on City Property and also to approve Swift County to operate within city limits to reconstruct CSAH 6 was made by councilor Enke and seconded by councilor Oyen. After call for discussion and

hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

b. **THC License Application – P&S Store:** Discussion about the application from P&S Store to sell THC products was held. Councilor Lhotka-Meyer pointed out that they had been selling items before an application was made to sell them. Mayor Koepp also noted a violation notice had been sent as well. A motion to approve the application and ensure follow up on the violation was made by councilor Lhotka-Meyer and seconded by councilor Enke. After call for discussion, Councilor Enke pointed out that he was not a fan but that since one license had been issued, he couldn't see not approving another application. After call for further discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

c. **Mr. & Mrs. Krebs, Jim Riley & Son's Request to vacate fines:** A motion to approve a resolution to remove the \$1,000.00 assessment from Mr. & Mrs. Krebs property at 145 Rooney Avenue and rescinding the \$1,000.00 fine to Jim Riley & Son's was made by councilor Enke and seconded by councilor Raddatz. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

d. **2023 Farmland & Alfalfa Land Lease:** A motion to award the high bid for farmland to Kristin Koch for \$210.00 per acre and the alfalfa land to Craig Schwartz for \$50.00 per acre and direct staff to draft and sign contracts was made by councilor Enke and seconded by councilor Lhotka-Meyer. After call for discussion, Councilor Raddatz verified that these contracts are one for one year. Councilor Oyen asked if putting the land in the CRP program was an option or not. After call for further discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

e. **Library Access Panel Modifications:** Interim Administrator Olinger explained that there was a change to where the electrical panel would have to be installed for the library project and that to get to that location the area would need to be cleaned by a professional company. A motion to authorize the City Administrator to contract with M.A.A.C. not to exceed \$6,000.00 abate asbestos and remove debris to access the electric panes was made by councilor Enke and seconded by councilor Raddatz. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

VII. **Public Hearings**

a. **Local Board of Appeal & Equalization:** A motion to close the Local Board of Appeal and Equalization was made by councilor Raddatz and seconded by councilor Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Public Hearing was closed at 6:31 p.m.

b. **Conditional Use Permit – Chickens:** Interim Administrator Olinger said that since the code does not have standards listed for keeping of chickens. He said that standards should be set so that as applications come in there is a set standard for keeping of chickens that is consistent thorough the whole town. He also said that since it was a conditional use permit, it is an allowable use and the council could not deny the permit. The permit would also stay with the property, not the party applying for the permit. A motion to table the discussion to the next regular meeting was made by councilor Lhotka-Meyer and seconded by councilor Enke. After call for discussion, there was a question if a limit of how many could be kept and look at it being a license application rather than a conditional use permit. Chief Borsgard also spoke to the council about the current ordinance. After call for further discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Hearing tabled.

VIII. **New Business**

f. **Library Pay Requests #6 and #7:** Interim Administrator Olinger spoke to the council that he has been at the site and looked over the progress and what is in the pay requests

from the completed by the contractors. A motion to approve pay request #6 for the library project of \$83,474.95 and pay request #7 for \$185,083.90 to Hoffman and Uhlhorn Construction Inc. was made by councilor Raddatz and seconded by councilor Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

g. **Set Work Session for 2023 Street Project and CSAH 6:** A motion to call a work session to discuss the 2023 Street Project for April 24th at 5:30 p.m. was made by councilor Raddatz and seconded by councilor Oyen. After call for discussion hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

h. **PD 2024 Capital Outlay Request:** Chief Borsgard spoke to the council about the need for a new squad car in 2024 which would have to be ordered in 2023. A motion for Sedrick to move forward with the purchase was made by councilor Lhotka-Meyer and seconded by councilor Oyen. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

i. **Repair/Replace GEO units in the Public Works Garage:** Interim Administrator Olinger spoke to the council about the quotes and reason for them. A motion to approve replacing the unit for \$9,768.16 was made by councilor Lhotka-Meyer and seconded by councilor Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

j. **Purchases beyond the City Purchase Policy Limits in the amount of \$89,431.74:** A motion to approve all claims above the city's purchase policy in the amount of \$89,431.74 was made by councilor Raddatz and seconded by councilor Oyen. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

k. **Approval of Bills for March 2023-April 2023:** A motion to approve the bills for March 2023 through April 2023 as attached was made by councilor Raddatz and seconded by councilor Lhotka-Meyer. After call for discussion, Councilor Enke questioned what the payment to Carlos Creek Winery was for. Clerk/Treasurer Haugen explained that it was for the purchase of wine for the liquor store as they don't sell through a normal wholesaler. After call for further discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

l. **Hazardous Property:** Interim Administrator Olinger explained that in the process of moving this forward in the court process, the judge noted that the legal property description needed to be corrected. A motion to approve the corrected resolution was made by councilor Raddatz and seconded by councilor Enke. After call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor. Motion passed.

m. **Campground Bathrooms:** A discussion about the repairs needed at the campground bathrooms. Interim Administrator Olinger will bring information to the next regular meeting about the costs to make repairs.

n. **Pledge of Allegiance:** A motion to add the Pledge of Allegiance to the agenda at every meeting was made by councilor Enke and seconded by councilor Lhotka-Meyer.

IX. **Adjournment:** Councilor Lhotka-Meyer made a motion to adjourn the meeting. Councilor Raddatz seconded the motion. After a call for discussion and hearing none, Mayor Koepp called for a vote. All voted in favor and the motion passed. Meeting was adjourned at 7:06 p.m.

Emma R. Haugen, Clerk/Treasurer
(5-24-1c)