

# CITY OF MAPLETON COUNCIL MINUTES

Tuesday, March 8, 2022

**Members present:** Maslakow, Warner, Froehlich, Malone, and Hollerich.

**Staff members present:** City Clerk Duncanson, Account Technician Olsen, Police Chief Honsey

**Others present:** Hannah Hassler-Maple River Messenger, Jeff Domras-Bolton & Menk, Sheila Jungwirth-Abdo

Mayor Hollerich called the council meeting to order at 6:00 p.m. in the Council Chambers at the Mapleton Fire Station

## **Pledge of Allegiance**

All present stood and said the Pledge of Allegiance to the flag.

## **Agenda**

Councilor Froehlich moved, and Councilor Malone seconded to adopt the agenda. All present voted in favor thereof. Motion carried.

## **Consent Agenda**

Councilor Warner moved, and Councilor Maslakow seconded to adopt the consent agenda as follows. All present voted in favor thereof. Motion carried.

- A. Minutes 2-22-22
- B. Bills totaling \$56,706.19
- C. Building permits
- D. DARE thank you
- E. Policy Report
- F. LRIP Grant

## **Community Comment**

No one was present for Community Comment.

## **Public Hearing – Body Cameras**

Mayor Hollerich closed the council meeting and opened the public hearing for the body cameras at 6:02 pm. Police Chief Honsey explained we are required to hold three public hearings about the body cameras. Only a representative from the newspaper attended the first hearing. The second hearing is when the purchase is approved, which is tonight. The final hearing is when the policy is approved. Mayor Hollerich closed the public hearing at 6:04 pm and reopened the council meeting.

## **Presentation – Abdo**

Sheila Jungwirth of Abdo presented the city's 2021 audit results. There were the normal findings for segregation of duties since we would need at least four people in the office to eliminate that finding. The general fund is more than the 50% recommended reserves. She also recommended doing a levy directly for the capital reserve rather than a transfer from the general fund. Ms. Jungwirth noted the city did a great job on staying close to a balanced budget as the general fund almost broke even. She noted that the next bond will be paid off in 2024 and the following one in 2032. There may need to be some gap funding to keep the debt levy flat if the council considers any more street and utility projects. The water rates are sufficient to cover the cost of operation. The sewer receipts are not yet sufficient to cover the expenses and debt payment. She recommended keeping an eye on sewer rates so the sewer fund can continue to fund itself.

The refuse fund has a healthy cash balance. The storm fund has less debt in it due to refunding of a bond and one being paid off. The liquor fund is doing very well. In comparison to other combination municipal liquor operations, Mapleton has a higher gross profit than our peers. Overall, the city is in good financial standing and is staying consistent year to year. Mayor Hollerich thanked Ms. Jungwirth for the report.

## Unfinished Business

### A. Resolution 08-03-22 Grant Agreement

Engineer Domras explained the agreement spells out the Local Road Improvement Program (LRIP) terms and conditions. **Councilor Froehlich moved, and Councilor Warner seconded to adopt Resolution 08-03-22 approving grant agreement to State Transportation Fund Local Road Improvement Program Grant Terms and Conditions. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

### B. Resolution 09-03-22 Plans & Specification and Ordering Advertisement of bids part 1

Engineer Domras explained the council approved the plans, specs, and advertisement for bids at the last meeting. The original goal was to bid all of the areas together as one project. After further investigation, it would be better to bid the Borchert area as Part 1 due to the LRIP grant. The remaining portions would be Part 2 and will be bid as planned. Blue Earth County will be managing Part 1. This resolution is for the Part 1 area. Blue Earth County will receive the draw requests from the contractor as well as the LRIP funds. They will then bill the city the remaining expenses. The city will still provide observation on both parts. Mayor Hollerich thanked Engineer Domras for the explanation. **Councilor Maslakow moved, and Councilor Malone seconded to adopt Resolution 09-03-22 approving plans and specifications and ordering advertisement for bids for 2022 street and utility improvements part 1. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

## New Business

### A. Resolution 10-03-22 Police Employment changes

Police Chief Honsey explained how hard it is to find and keep employees, especially part time officers. A fourth full-time officer position was budgeted for this year with a plan to eliminate part-time officers due to the hiring difficulty. Police Chief Honsey is recommending promoting Officer Baker to a full-time officer. With four full-time officers, the other part time officer, Officer Willaby, would only be paid for state mandated training. If a full-time position opens, he will have first option. Mayor Hollerich feels having four full time officers is a positive step for our community. It does not mean that we are adding more patrol time. With another full-time officer, they will be better able to cover leaves and Amboy patrol time. Another officer will also help provide some continuity for the department. In addition, there is a considerable cost to highering a new officer, whether it is for full-time or part-time. On a related personal matter, Police Chief Honsey also explained that Officer Hagen has been here for fifteen years and feels he should be at step twelve, the top step, on the pay scale. The pay scale changed after Officer Hagen was hired. He didn't feel it should take him seventeen years to go the twelve steps when newer employees only have to be here twelve years to top out on the pay scale. **Councilor Warner moved, and Councilor Froehlich seconded to adopt Resolution 10-03-22 approving personnel changes in the police department. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

### B. Resolution 11-03-22 Body Cameras

Police Chief Honsey looked at two different companies that make body cameras. Axon software appears to be better for the required audits and appears to be more user friendly. Madelia Police have used both and prefers the Axon cameras. The cost between the two isn't significantly different. Police Chief Honsey explained the bid. The Mapleton Area Chamber of Commerce has indicated that that they will donate \$7,000 for the body cameras and in car video. There is money in the capital outlay to cover remaining expenses. Chief Honsey listed some benefits to having body cameras. **Councilor Froehlich moved, and**

**Councilor Malone seconded to adopt Resolution 11-03-22 approving body camera contract with Axon Enterprise, Inc. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

C. Resolution 12-03-22 In Car Video

Police Chief Honsey noted that currently we use Watch Guard for in car video. It would be beneficial to have both the in car and body cameras using the same system. Then both the body cameras and in car video can sync and merge. The body camera also works as the wireless microphone for the in-car video rather than having two different microphones. The in-car video systems are at the end of their expected life and needs to be replaced. It will take about a year to get the in-car video. **Councilor Froehlich moved, and Councilor Malone seconded to adopt Resolution 12-03-22 approving in car video contract with Axon Enterprise, Inc. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

D. Resolution 13-03-22 Reestablishing Precinct

Account Technician Olsen noted this is a formality due to the census and statewide redistricting. **Councilor Malone moved, and Councilor Maslakow seconded to adopt Resolution 13-03-22 reestablishing precinct and polling place. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

E. Resolution 14-03-22 Designation Precinct

**Councilor Froehlich moved, and Councilor Warner seconded to adopt Resolution 14-03-22 designating precinct and polling place. Roll call vote: Aye: Froehlich, Malone, Maslakow, Warner, and Hollerich. Nay: none. Motion carried.**

Councilor Malone moved, and Councilor Maslakow seconded to adjourn the meeting. All present voted in favor thereof. Motion carried. Mayor Hollerich adjourned the meeting at 7:10 p.m.

Recorded by Sarah Olsen.

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John Hollerich, Mayor

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Amber Duncanson, City Clerk