

CITY OF MAPLETON
COUNCIL MINUTES
Tuesday December 20th, 2022

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

Staff members present: Clerk Duncanson, Deputy Clerk Moore, Account Technician Olsen, Police Chief Honsey

Others present: Hannah Hassler-Maple River Messenger, Robert Harris-CEDA, Taylor Hollerich, Ann Maslakow, Jeff Domras, Billy Vait

Mayor Hollerich called the council meeting to order at 7:00 p.m. in the Council Chambers at the Mapleton Community Center.

Pledge of Allegiance

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

Agenda

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

Consent Agenda

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

- A. Minutes 11-22-22
- B. Bills \$120,073.53
- C. Zoning Permits-

Community Comment:

- None.

Public Hearing-THC Products: Mayor Hollerich closed the council meeting and opened the public hearing at 7:02pm. The purpose of the THC ordinance is to regulate the sale of THC products and require a license, much like a liquor license. There were no comments from the public. Mayor Hollerich closed the public hearing and reopened the council meeting at 7:03pm.

Update from Robert Harris: The City's CEDA Rep, Robert Harris, updated the council on the numerous projects he's working on. This includes the EDA's own revolving loan fund using a USDA grant, the childcare center task force, the project with Southwest Minnesota Housing, the Americorp volunteer and the new city logo and website project. He shared that the funeral home has officially been donated to the EDA and he is working with Clerk Duncanson to establish a city facility committee to see if the building would benefit the city or if it should be turned into a business. He is also working on establishing monthly business round table meetings, quarterly collaboration meetings for all the committees within the community, and one-on-one conversations with the new council members. Overall, the council was pleased with what Harris reported and is excited to see what else will come of his hard work.

Unfinished Business:

- A. **Ordinance 115 THC Products: Councilor Malone moved, and Councilor Froehlich seconded to approve Ordinance 115 THC Products. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- B. **Summary:** The council reviewed the summary of publication for Ordinance 115 THC Products.
- C. **Resolution 82-12-22 Draw Request:** Blue Earth County has submitted draw request #5 in the amount of \$96,596.31 for the 2022 Street & Utility Project. **Councilor Malone moved and Councilor Froehlich seconded to adopt Resolution 82-12-22 approving Draw Request #5. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- D. **Personnel Policy:** Clerk Duncanson shared with the council the updated personnel policy. She stated that she took a sample policy provided by the League of Minnesota Cities and adjusted it to fit the needs for the City of Mapleton. **Councilor Froehlich moved, and Councilor Warner seconded to approve the City Personnel Policy. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**

New Business

- A. **Resolution 83-12-22 Website:** Clerk Duncanson shared two quotes with the council for a new city website: Gov Office for \$3,200 per year with the add on option of text notifications for an additional \$4,495 per year and Civic Plus for \$2,162.50 for year 1 and \$3,892.50 for year 2 with the add on option of text notifications for an additional \$500 per year. Mayor Hollerich stated that the city is currently paying \$660 for the current website and the current proposals are 5-6 times more and 1% of the tax levy. Clerk Duncanson did note that the city received a \$2,000 grant from SMIF for the website but thinks we could potentially utilize that grant to update the current website. Mayor Hollerich shared that he thinks this should be tabled and would be a good discussion for the new council to have in 2023. **Councilor Malone moved, and Councilor Froehlich seconded to table Resolution 83-12-22 until the first meeting in February. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- B. **Resolution 84-12-22 Transfer:** City staff is recommending the following transfers: \$8,000 from General Government to EDA fund, \$12,000 from Police General Fund to Police Capital Outlay, \$6,000 from Library General Fund to Library Capital Outlay, \$9,000 from Street General Fund to Street Capital Outlay, \$5,000 Park General to Park Capital Outlay and \$1,800 from Shade Tree General Fund to Shade Tree Capital Outlay. **Councilor Froehlich moved, and Councilor Maslakow seconded to adopt Resolution 84-12-22 approving the transfers. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- C. **Resolution 85-12-22 Transfer of Donations:** The city received donations the following DARE Donations: \$1,000 from Mapleton Area Chamber, \$500 from Good Thunder Fire and \$500 from Blue Earth County Attorney. The Police Department also received a \$7,000 donation from the Mapleton Area Chamber for body cameras. The expenses were paid out of Capital Outlay. City staff is recommending transferring the revenues to capital outlay to offset the expenses. **Councilor Maslakow moved, and Councilor Malone seconded to adopt Resolution 85-12-22 approving the transfer of donations. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: None. Motion Carried.**
- D. **Resolution 86-12-22 General Fund Transfer:** City Staff is recommending the following transfers: \$20,000 per year from the general fund to Fund 349 (2012 project) for 10 years, \$10,000 from the

general fund to the EDA fund to help reduce deficit in the EDA fund, and \$15,000 from the general fund to the EDA to cover CEDA expenses. There are currently no funds coming out of the storm sewer fund to pay towards the storm sewer portion of the 2017 street & utility project, so staff is also recommending a \$10,000 per year transfer from the storm sewer fund (606) to fund 330 (2017 Street Utility

- E. Resolution 87-12-22 2023 Polling Place:** The City of Mapleton will designate the Mapleton Community Center at 304 2nd Ave NE, Mapleton, MN to be the polling place for 2023. **Councilor Warner moved, and Councilor Malone seconded to adopt Resolution 87-12-22 approving the designated polling place. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- F. Resolution 88-12-22 Authorized Signers:** The city needs to update its financial account details with Pioneer Bank since a new mayor has been elected for 2023. The following people are authorized signers on the accounts: Mayor Jeff Annis, City Clerk Amber Duncanson, and Account Technician Sarah Olsen. **Councilor Froehlich moved, and Councilor Maslakow seconded to adopt Resolution 88-12-22 approving the authorized signers. Roll Call Vote: Aye: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: none. Motion Carried.**
- G. Resolution 89-12-22 Community Center Furnace:** The furnace at the community center has stopped working and needs to be replaced. Public Works obtained two quotes to fix it: L&L Mechanical for \$4,195 and Hellekson for \$5,015. Clerk Duncanson shared that while L&L Mechanical has the lower quote, they will not be able to replace the furnace until next week and Hellekson can fix it tomorrow. With the extreme cold temperatures and blizzard in the forecast, city staff is recommending Hellekson to replace the furnace. **Councilor Froehlich moved, and Councilor Warner seconded to adopt Resolution 89-12-22 approving Hellekson to replace the furnace. Roll Call Vote: Froehlich, Malone, Maslakow, Warner and Hollerich. Nay: None. Motion Carried.**
- H. Public Notice:** The City Council will be changing their regular council meetings for January, February, and March 2023. The meetings will be as follows: January 10th and 24th, February 7th and 21st, and March 7th and 21st. All meetings will start at 4:30 and will be held at the Mapleton Fire Station.

Councilor Froehlich moved, and Councilor Maslakow seconded to adjourn the meeting. All present voted in favor thereof. Motion carried. Mayor Hollerich adjourned the meeting at 7:36 p.m.

Recorded by Sarah Moore, Deputy Clerk

John Hollerich, Mayor

Amber Duncanson, City Clerk