

## AMENDED CITY COUNCIL PROCEEDINGS

The Plankinton city council met in regular session Monday, January 6<sup>th</sup>, 2025. Members present included Mayor Brad Kehn and councilmembers Carl Bode, Magdalena Popek-Hurst, Terry Schuldt and Jim Nielsen. City employees present were Kylee Urban, Chance Boyd and Darin Cranny. Visitors were Howard Weischedel and Gayle Van Genderen. Mayor Kehn called the meeting to order at 6:30pm. The pledge of allegiance was recited.

### AGENDA APPROVAL

Nielsen made a motion to approve the agenda. Seconded by Schuldt. All voted aye. Motion carried.

### BILLS TO PAY

Bode made a motion to approve the bills to pay. Seconded by Nielsen. All voted aye. Motion carried.

### APPROVAL OF MINUTES

Nielsen made a motion to approve the December 23<sup>rd</sup>, 2024 meeting minutes. Seconded by Popek-Hurst. All voted aye. Motion carried.

### PUBLIC COMMENTS-NONE

### EXECUTIVE SESSION-LEGAL

Bode made a motion to enter the executive session. Seconded by Nielsen. All voted aye. The council entered executive session at 6:33pm. Finance officer Kylee Urban stayed in executive session.

Mayor Kehn declared the council out of executive session at 7:00pm. No action taken.

### TRUCK ROUTE ORDINANCE

Mayor Kehn informed the council that the finance officer had asked our attorney to add delivery vehicles, but was suggested to keep it as is. Nielsen made a motion to approve the first reading of the truck route ordinance as is. Seconded by Popek-Hurst. All voted aye. Motion carried.

### COUNCIL APPOINTMENTS

Nielsen made a motion to appoint DeEtte Bohr to Ward II. Seconded by Popek-Hurst. All voted aye. Motion carried. (RESCINDED STATEMENT: "Mayor Kehn informed the council that there was some false information being spread by a council applicant." Accidental error-this statement was not made by Mayor Kehn. Mayor Kehn stated that there was a lot of he said, she said going around. Due to not being able to verify what was said and not said, the council cant make a fair judgement to appoint for ward 3. The decision was made to let the 3 people take out a petition and run for the office. Mayor Kehn did apologize to the council and public for all the hassle.) Bode made a motion to wait to appoint for Ward III as there are 3 applicants and would rather, they take out a petition. Seconded by Nielsen. All voted aye. Motion carried.

### RATE STUDY

Chance Boyd, Elec. Supt., informed the council that he had two task orders from DGR that would need to be signed in order to go forward with the rate study. One is for the loop system for electrical, as it needs to get done and is only getting more expensive by the year. The second is to go forward with the rate study. The council asked to see the DGR master contract and figure out pricing for the rate study before going forward. Boyd will contact DGR for more information.

#### PAST DUE BILLS

Finance officer, Kylee Urban, informed the council of some past due accounts, who has signed contracts to get caught up, who is being pursued legally and ones that will be shut off. Mayor Kehn and Popek-Hurst asked to start doing this report monthly.

#### CHIP SEAL BID

Maint. Supt., Darin Cranny asked the council if he had permission to go out for chip seal bids. The council approved his request.

#### FIREFIGHTER LISTING

Finance officer, Kylee Urban, presented the council with the 2025 active firefighter listing

JEFF BRIGGS, COLIN SPINAR, TERRY BUSH, CLINT BULTSMA, RODNEY WEBER, TRAVIS FINK, STEVEN NUSSBAUM, BRIAN RIES, SKYLER KEHN, DEREK KOCH, JORDAN HIGHELK, AUSTIN TAYLOR, KYLE LEWIS, CONNOR SPINAR, JOSH CULLEN, ZACH JOHNSON, JESSE THURINGER, NICOLE CONRAD.

#### COUNCIL MEMBER/MAYOR SEAT PETITION-NEW YEAR

Mayor Kehn asked the council to please consider taking out petitions.

#### EXECUTIVE SESSION-PERSONNEL

Bode made a motion to enter the executive session. Seconded by Popek-Hurst. All voted aye. The council entered executive session at 7:32pm.

Mayor Kehn declared the council out of executive session at 7:51pm. No action taken.

#### 2025 EMPLOYEE WAGES

CHANCE BOYD-\$39.46; DARIN CRANNY-\$30.28; CARRIE BRINK-\$16.76; BARRY GEIMAN-\$25.73; CINDY GEIMAN-\$20.25; KYLEE URBAN-\$23.56; LUCINDA OVERWEG-\$12.98; DAN GEIMAN-\$16.64

#### MAINT SUPT REPORT

Maint. Supt, Darin Cranny, reported "I spent more time with the sewer project this last month as they finished as much as they could for the year. They have the sewer line done on 6<sup>th</sup> street for the lot that Julio Choc owns, that was the last thing they did. They left that road closed for the winter and it will be finished in the spring. I told them they could as that road was so low we never plowed it in the winter anyway. It will be built up higher once it's completed. Most of their equipment is still here, so they should be back as soon as the weather permits in the spring. I spent a couple of days filling in gravel in some of our spots and mainly high travel areas where the construction has taken

place and was left gravel for the winter. We cut and removed all the dead trees at the pool park this month. We pushed the bases over with the loader and filled in the holes with dirt. They will need touching up in the spring as some of the dirt was frozen. We tore down the east ballfield outfield fence and moved it closer just like the west one. We re-used everything we had and didn't buy anything except some concrete mix. That all got cleaned up and should be ready for spring. We also have the bollards installed out there. I've had the dirt work done around the playground area so once spring hits we'll seed it as soon as we can to get some grass going. Besides seeding, there shouldn't be a lot of extra work to do for us in the spring since we were able to get the road done (needs more gravel, but it's fine for now), fence done, and dirt work done this fall/winter. I want to thank the lumberyard for lending us their post hole digger for digging the holes at the ballfield. We don't have one for our skid loader, and our digger truck was holding up a power pole after taking an anchor down so the contractors could dig in a sewer line. Safety benefits were here, that went well. They were happy with pretty much everything. There's been a tire sensor not working on the new pickup for a long time, now that it got cold and I had a little more time, after a couple of trips to the Mitchell ford dealer, I got it fixed under warranty. We serviced the 570 loader and replaced a ball joint/tie rod that was worn out. I serviced the plow pickup either this last month or the month before, I don't remember. I have all the filters here for servicing the rest of our equipment except for the mini and skid loader. The Case salesman is supposed to be dropping off what we need for those the next time he passes through. Dan built a couple of big box forms for us for the pool shade canopy we need to install. That goes on the north side of the pool just outside of the fence and hangs over for shade. I'm probably going to replace the fence posts at minimum (maybe the fence, we'll see) when we do that canopy as it's not a proper post/top rail setup. The east side isn't either, but I don't see that getting done this time. We plan on getting that all done and the new swings and swing area done in the spring. I salted roads a couple of times this month because of ice. No snow removal yet. I was able to sweep main street curbs on December 30, which is kind of strange. Also did the 3<sup>rd</sup> street curb from Union to Duff. We wanted to get that done late this fall, but we've been so busy it didn't happen. It was perfect that morning as it was wet from the rain, so I got it done. I spent some time in the office getting some paperwork done. I also worked on a chip seal plan for this year. The plan I have is to get a couple more gravel roads done west of main street, and get the gravel covered on east meadow. I did some gravel work there this month preparing for that. Some of the roads I planned on doing are in the southwest part of town. I also planned on doing some more work on the truck route roads, Sanborn and Lawler. Also, there will be one more coat put on Commerce on each side of Main Street. There's also a couple more areas too. There will be a few roads that will be turned back to gravel in areas and packed in well, then chip sealed. I cut all the trees on 3<sup>rd</sup> street and on Union Street along the truck route. The county doesn't have a safe way to do that, so I did it on the Friday right after Christmas means it was quite nice outside. Dan helped me move them off the road after I cut them, and we got them hauled out the same day. I basically finished the jail pond parking area on Friday. It may need some more gravel in the spring, but I got the rock all around it and cleaned up the rest of that area as good as I could for now.

#### ELEC SUPT. REPORT

We didn't have any outages this month. I have been working with Blair on the rate stuff off and on. I received a statement from the Electrical commission from the pool bathhouse that we paid \$267 on already and they say we owe another \$188 on it from over 2 years ago. I have been trying to deal

with that as well. looking for clarification on why we owe more on it when they sent us an invoice that was paid in October of 2022. I replaced 3 old T12 lights on the electrical side of the shop. One burnt out and was time to upgrade to some LEDs. I also replaced an old T12 fixture at the lagoon shed as well as added 2 outside lights to the shed as it is dark out there especially when we were flooding and had to be out there overnight. Installed one between the roll up door and walk door, then added one to shine over the wet well.

Worked out at the ballfields for a few days doing bollards and working on the East fence. We will be taking Christmas lights down later this week. Looks a little warmer Thursday/Friday. I replaced the old circuit for the stove in the kitchen. This included new wire, breaker, and outlet. Trimmed up some trees around poolside park. Took down all the dead trees along with trimming up some of the dead branches in some of the bigger elm trees. Heartland is giving us each a \$400 credit to an online FR store like they did last year. Last year it was Darin, Barry, and myself. This year I included Dan. Kelly came for Safety Benefits and couldn't find anything major wrong at the shop. Since the last time he was here we upgraded a ton of lighting and added emergency lighting that was requested. He said it was a major improvement from the following years. Will be starting on some maintenance items, oil changes in electrical vehicles, and equipment. The pressure pump on the Vac keeps blowing out O rings so I got a rebuild kit for it that we will work on soon. Most of the ramp lights went out. We pay Central every month for them. They went and replaced most of them with LEDs along with replacing a transformer that was bad. We were paying around \$180/Month and now it's down to around \$130. This is just a flat rate we pay. They supplied the lights and installed them at their cost as they own them. My wife and I are expecting our second child at the end of April. I am planning to take a week off at that time like I did with our first child. I plan to be around for emergencies if needed also.

#### FINANCE OFFICER REPORT

The past month has been quite busy with end-of-year business. We also had auditors here for a week in December, they have gone through files and will return the audit report after everything has been gone through. They did have a couple suggestions, one being the council also signing check vouchers, as well as keypad locks at the shop, which Cindy ordered. They also asked that Cindy, and I get private safes for our name stamps and passwords, etc. so we ordered those and have those as well now. We've been running end-of-year files as well as our normal payroll, reports, billing and payments. When things calm down, as they should later this week, I plan to start remodeling the kitchen, I have ordered most of the supplies needed for this project and will try to get it done with any free time I have during working hours. Last week I was out almost the entire week, as my kids had the stomach flu so Cindy had to do billing and other things on her own, we did have an issue where one meter read over wrong, resulting in somebody getting billed \$17,900.00, they contacted Brad about it that night, it was fixed immediately, but sometimes the emails with the bill get sent before the fix is done. This account will be watched in the future to make sure it does not happen again. Other than the normal the audit and end of year files have taken up most of our time so nothing other than the normal has been done. I do plan to go over budget billing and do increases this week as well. Cindy and I have been looking at some programs that could help teach us some basic Spanish, we struggle often with language barriers here and are wondering if the council would be okay with us looking into this more and purchasing a program. Cindy did find one she would like to do that would cost \$180. It is a 6-week course/24 course hours. There is no

instructor, it's a study on your own schedule and Cindy and I could do this together saving some money. So we would like to know your thoughts on that as well. We have had a couple inquiries about office space, I gave Brad some information so he could follow up on these.

#### MAYORS REPORT

Mayor Kehn informed the council that the finance officer asked the attorney to move forward with the nuisance property on 1<sup>st</sup> street, as it's been past 7 days and we have not heard anything. He also informed the council that we will be looking into adding more security to the main city hall to avoid future issues. He told the council there were a couple inquiries on office space rentals at city hall. One has opted to not do business at city hall, the other is a marketing company that really just needs a physical address and won't really be using the office space. Mayor Kehn has put in a call to the company. Mayor Kehn also informed the employees that the city council would like to do a Christmas party for the employees and spouses. They would like to do a supper in town and gifts. He asked city employees to decide where they would like to have this.

Meeting adjourned at 8:30pm