

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 5:30 p.m. on the 13th day of December 2022. The meeting was called to order by Mayor Henke. The following members were present: Mayor Doug Henke, Council Members Mary Bailey, Molly Ryan, and Dan Rehtzigel

Absent: Kim Helgeson

Also, present: Administrator Mark Vahlsing, Engineer Derek Olinger, Attorney Scott Riggs, Administrative Assistant Holli Gudknecht, Police Officer Brian Homeier, Finance Clerk Kathy Flikke, Public Works Supervisor Wayne Ehrich, KUM Supervisor Randy Eggert, Linda Bean, Jerry and Diane Barrett

The meeting opened with the Pledge of Allegiance.

CITIZEN COMMENT

ADOPT AGENDA

Motion by Rehtzigel second by Ryan to approve the agenda.

Motion carried 4-0-0.

CONSENT AGENDA

Motion by Rehtzigel, second by Bailey to approve the Consent Agenda, which includes payment of check numbers 74311 through 74404; 4308E through 4354E.

Motion carried 4-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS

ENGINEERING

Pearl Creek Sanitary Sewer Improvements

City Engineer Olinger stated that the survey work for the Pearl Creek Sanitary Sewer improvements has been completed. Construction limits will be finalized in the next month, easement limits will be determined, and affected property owners notified.

2023 Street Improvements Final Design Proposal

City Engineer Olinger presented a proposal containing the engineering scope and fee for the final design and preparation of bid documents for the 2023 street improvements. The estimated fees are \$54,236 for this work which will be completed this winter to allow for a spring bid and summer 2023 construction.

Motion by Bailey second by Ryan to approve Bolton & Menk's final design proposal for the 2023 street improvement project in the amount of \$54,236. Motion carried 4-0-0.

LEGAL

Nuisance Property Violation – 1 Langford Avenue Update

Attorney Riggs updated the Council on the 1 Langford Avenue cleanup. Riggs stated that he has had conversations with their attorneys, but the owner is still resisting with little progress happening. The police department was instructed to write tickets for expired vehicles.

OLD BUSINESS

Resolution 2022-24: Adopting the 2023 Budget and Establishing the Tax Levy for Payable 2023

Administrator Vahlsing stated that the Truth in Taxation meeting was held on December 6. No public comments were received at the meeting. The final budget shows a maximum proposed levy increase of 6.8% for 2023.

Motion by Rechtzigel seconded by Bailey to adopt Resolution 2022-24 adopting the 2023 budget and establishing the tax levy of \$1,183,301 payable in 2023. Motion carried 4-0-0.

NEW BUSINESS

Resolution 2022-25: A Resolution Committing Capital Fund Balances

Administrator Vahlsing stated that the general accounting standard (GASB 54) requires all public entities to set year end Capital fund balances before the end of the current year contingent on audited final numbers. The final year-end capital fund amounts will not be known until the 2022 audit is completed.

Motion by Ryan seconded by Bailey to adopt Resolution 2022-25 committing capital fund balances. Motion carried 4-0-0.

Approve Transfer of Fire Department Year End Remaining Funds to Capital Fund

Administrator Vahlsing stated that council approval is needed to move the year end Fire Department budget balance to the capital fund. The actual transfer amount will be determined by the auditors as part of the 2022 audit.

Motion by Bailey seconded by Henke to approve the transfer of fire department year end remaining funds to capital funds. Motion carried 4-0-0.

Approve Transfer of Street Maintenance Year End Remaining Funds to Capital Fund

Administrator Vahlsing stated that council approval is needed to move the year end Street Maintenance Department budget balance to the capital fund. The actual transfer amount will be determined by the auditors as part of the 2022 audit.

Motion by Ryan seconded by Bailey to approve the transfer of public works year end remaining funds, including street maintenance, pool, and parks, to capital funds. Motion carried 4-0-0.

Approve Transfer of Excess Funds from the Library Book Budget to Capital Fund

Administrator Vahlsing stated that council approval is needed to move excess funds from the library book budget to the capital fund. The actual transfer amount will be determined by the auditors as part of the 2022 audit.

Motion by Henke seconded by Rechtzigel to approve the transfer of excess library book funds to capital funds. Motion carried 4-0-0.

2023 Tobacco License Renewals

Kenyon Market

River Country Co-Op (Speedway)

Kenyon Municipal Liquor Store

Motion by Rechtzigel seconded by Ryan to approve to approve the 2023 tobacco license renewals.

Motion carried 4-0-0.

KMU Commission Wage Increase

Mayor Henke stated that the KMU Commission asked about the possibility of a raise in their yearly wage. It has been many years since the KMU Commissioners have had a raise. They are currently paid \$1,200 per year.

Motion by Rechtzigel seconded by Bailey to adopt a wage increase of \$200 per year starting in 2023 for the KMU Commissioners. Motion carried 4-0-0.

Police Department – Approval to lease a New Printer/Scanner/Fax Machine

Administrator Vahlsing stated that the Police Department requested approval to lease a Cannon printer/copier/fax machine. The lowest of three quotes was received from Loffler with a lease price of \$43.63 a month. The term of the lease would be 60 months.

Motion by Ryan second by Henke to approve the lease from Loffler for a Cannon printer/copier/fax machine at a price of \$43.63 per month. Motion carried 4-0-0.

Holiday Office Closings

Administrator Vahlsing requested approval for City Offices/Library to close on Friday, December 23 at noon and the library to be closed on Saturday, December 24.

Motion by Bailey seconded by Ryan to close the City Office and Library at noon on Friday, December 23 and close the library on Saturday, December 24.

Motion carried 4-0-0.

Schedule of Upcoming Meetings

KMU Meeting: Tuesday, December 20 @ 4:00 p.m.

City Council Meeting: Tuesday, January 10 @ 7 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Administrator Vahlsing thanked everyone involved with Christmas in Kenyon and thanked Dan Rechtzigel for his time on the Council.

Engineer Olinger thanked Dan Rechtzigel for serving on the council and stated he had great respect for his approach to projects.

Attorney Riggs enjoyed working with Dan and all the council members. He wished everyone happy holidays.

Council members Bailey and Ryan thanked Dan for his time on the council and his help in answering all their questions.

Mayor Henke wished everyone a merry Christmas and happy new year. He thought Christmas in Kenyon and Rose Fest both went well this year. He thanked Dan for the input and expertise that he brought to the council.

Councilman Rechtzigel stated that he had enjoyed working with everyone.

Randy Eggert stated he is looking at grants and a spot in town, possibly in the parking lot by the generating plant, for a future EB charging station.

Motion by Ryan second by Bailey to adjourn the meeting at 6:16 p.m.

Motion carried 4-0-0.

