

City of Max Council met on Monday, April 1, 2024 at 7:00 pm. In attendance were Mayor Zabka; council members Swanson, and Adams. Vert and Fritel absent. Visitors in attendance were Jody Gullickson, Kathy Huettl, Ethan Williams, Mike Matteson, Randi Swanson, Karen Burg, Tom Krebsbach, Gertrude Scheresky, and Cindy Thomsson.

Mayor Zabka called the meeting to order.

Adams moved to approve and dispense with reading the March Meeting minutes, Swanson second. Vote all aye. m/c/a.

Gullickson presented the office project budget to council. Funding that has been received will cover the costs for most of the carpet except for a little over \$700. Discussion was held about uses for infrastructure funding because the office is part of the city's Utility Business. Swanson motioned to approve the rest of the needed funds up to \$800. Adams second. Vote all aye. m/c/a. Also discussed was installing a customer service window for the office. Council is open to the possibility and requested bids to be obtained to research costs.

Mike Matteson from Garrison Insurance, discussed content coverage for the museum and the food pantry.

Maintenance-Don Krebsbach informed council that the steering pump purchased for the city pick-up was the wrong one, and needs to be returned. Needed supplies were requested. Adams motioned to approve to purchase supplies. Swanson second. Vote all aye. m/c/a. Discussion was held about the need for crack sealing every year, and associated costs. It was suggested that every other year would be sufficient. Council will consider it. Tabled for now. Krebsbach notified council that he will be moving meter reading pucks to better locations for meter reading, the faucet for the Senior Center was purchased, and a NO TIRE sign has been posted at the Landfill. Floaters and a cutting blade will be needed for the loader. Zabka suggested getting estimates. Tabled for now. Tire disposal options were discussed. Tabled, until more information can be obtained. Discussion was held regarding the Senior Center Porch concrete repairs. Council directed maintenance to talk with Susan Halverson for more details on the project, and to obtain bids.

Court report was presented, citations are up this month.

Parcel #76300100256000 was discussed. The owner has not responded to city letters. Council directed maintenance to mow and do clean up, and for the auditor to bill the owner as specified in Ordinance No. 302.

Community input was heard. Opinion is that ordinances are in place for reasons, and should be enforced. Areas of concern are recreational vehicle uses, abandoned buildings, junk, rubbish, and junk vehicle accumulations that are visible to the entire community, visitors, and possible home buyers. It is believed that these issues cause devaluation of property, for neighbors, and the city as a whole. Mayor Zabka informed residents that recent ordinances have been passed to deal with some of their concerns. Zabka, will be setting up a meeting with the city attorney, and council plans to enforce those ordinances, in the upcoming Good Weather months.

Discussion was held on the possibility of getting high school students to help with clean-up of the city for those who may need assistance. Suggested was a free Dump Day for residents in May. Adams motioned to approve free community use of the landfill on May 11<sup>th</sup>.

The Property Use Agreement for the Food Pantry was presented to council, from the city attorney. Adams motioned to approve the agreement. Swanson second. Vote aye. m/c/a.

Swanson motioned to approve setting the Annual Tax Equalization meeting for April 24, 2024, at 7:00 pm. Adams second. Vote all aye. m/c/a. Free Hall use is requested for the Pre-K graduation. Swanson motioned to approve. Adams second. Vote all aye. m/c/a.

The auditor informed council that the Aramark Contract is officially canceled. Kitchen towels and some supplies are needed to replace the items they provided. Also, a runner was suggested to go from the shop door, and in front of the stove to keep foot traffic debris down. Adams motioned to purchase the items. Swanson second. Vote all aye. m/c/a.

Library Statistical Report was presented. Swanson motioned to accept the report. Adams second. m/c/a.

The Quarter one budget review was presented to council. The city is in the positive for most funds. It was discussed that the Street-HWY Fund, may need a transfer from the General Fund (Sales Tax) later in the year, to ensure it remains positive. Swanson moved to accept and approve the Budget Review. Adams second. Vote all aye. m/c/a.

Bills to pay in April were presented. Swanson moved to approve to pay the bills. Adams second. Vote all aye. m/c/a.

| <b>ENTITY</b>                  | <b>DESCRIPTION</b>   | <b>AMOUNT</b> |
|--------------------------------|--|---------------|
| Aaron Zabka                    | Reimbursement for Pick Up parts                                    | 177.58        |
| Aramark                        | Rugs and Supplies Inv #2550282098, 2550288069                      | 345.20        |
| Black MT                       | Utility Billing Software   | 2,250.00      |
| Circle Sanitation              | Garbage Service Contract   | 4,207.75      |
| EFTPS                          | Payroll 941 Liabilities-Paid online (Employer Portion) March, 2024 | 595.41        |
| First District Health          | Water Testing  | 30.00         |
| MDU                            | Natural Gas Utilities  | 441.79        |
| Menards                        | Rugs, batteries, supplies IN #53988,54251                          | 463.92        |
| Max Farm Services              | Fuel Costs   | 652.77        |
| McLean County Sherriff's Dept. | Police Protection  | 2,685.52      |
| Microsoft Office               | Cloud Storage-paid online  | 1.99          |
| Municipal Judge                | January 2024 Judges Pay  | 178.00        |
| NPRWD                          | Purchased Water  | 3,984.30      |
| NorDak North Publications      | Publishing- estimated, waiting for the bill \$200                  | 228.39        |
| One Call                       | Utility Locates  | 5.40          |
| Ottertail Power Company        | Electric Utilities   | 1,535.52      |
| QuickBooks                     | January Subscription   | 127.50        |
| Reservation Telephone Company  | Phone and Internet-Estimated, still waiting on bill                | 404.00        |
| Staples                        | Meeting Folders, 3 boxes paid online                               | 46.73         |

|                   |   |                     |
|-------------------|---|---------------------|
| Steins            | Supplies  | 29.56               |
| Zenz Auto         | City Pick Up Repair   | 248.89              |
| US Bank           | Street Improvement Bond Loan PMT                                    | 96,235.00           |
| US Postal Service | 1 Roll Post Card- 1 Roll Regular Stamps- Certified Letter Est. 8.00 | 129.00              |
|                   | <b>Total</b>  | <b>\$115,004.22</b> |

Financial reports were reviewed. Adams motioned to accept the financial reports. Swanson second. Vote all aye. m/c/a. Discussed was the final Street Improvement Bond payment, and the need to transfer \$93,250 to the MM Account to pay the final payment. Swanson motioned to approve. Adams second. Vote all aye. m/c/a.

Delinquent accounts were presented and discussion held regarding the number of people who are habitually late. It was discussed about changing the policy to stricter guidelines for delinquent accounts. The auditor will research.

Office Supplies needed, are Deposit Books. Adams motioned to approve. Swanson second. Vote all aye m/c/a.

Adams motioned for meeting to adjourn. Swanson second. Vote all aye, m/c/a

Meeting adjourned. Next meeting to be held on May 6, 2024, at 7:00 pm.

Aaron Zabka

Anita Porter