

**JANUARY MEETING MINUTES  
GROVE CITY REGULAR COUNCIL MEETING  
MONDAY, JANUARY 8, 2024 AT 6:30 P.M.**

Members Present: McCoy, Evenson, Simota, Lokken

Members Absent: Sordahl

Visitors Present: 2

I. PLEDGE OF ALLEGIANCE

II. CALL MEETING TO ORDER

The meeting was called to order at 6:30 PM by McCoy.

III. AGENDA REVISIONS/ADDITIONS

Operations and Maintenance Agreement – Tabled until the February meeting.

IV. AGENDA APPROVAL

Motion by Evenson, seconded by Simota and carried, to approve the agenda of the January 8, 2024 meeting. Vote: 4-0.

V. CONSENT AGENDA APPROVAL

Motion by Evenson, seconded by Simota and carried, to approve the following by consent:  
Vote: 4-0.

A. MINUTE APPROVAL

1. December 11, 2023 Regular Council Meeting

B. DECEMBER 2023 CLAIMS APPROVAL

Total: \$ 133,258.12

Payroll: \$ 51,413.40

VI. VISITOR RECOGNITION AND PUBLIC COMMENT

Trisha Larson spoke regarding her January 29<sup>th</sup> deadline to clean up her yard. States she has been trying to clean this up but has physical and time limitations. Lokken stated that she should contact local churches to possibly help her with clean up. Due to the many complaints the city has received from neighbors and the multiple letters Larson has received the deadline of January 29<sup>th</sup> would be kept as is.

VII. BUSINESS

A. OPERATIONS AND MAINTENANCE AGREEMENT – Motion tabled until February meeting. Needs more discussion.

B. CHARGING FOR FIRE CALLS – Motion tabled.

Joe Jans reported that he found no other cities charge fire calls besides the Atwater Fire Department. The council will discuss this again in one year at a township meeting.

C. LAND RENTAL AGREEMENTS

Motion by Simota, seconded by Lokken and carried, to approve the Land Rental Agreements for Paul Martin and Matt Weseman in the amount of \$240.00 per acre as presented. Vote: 4-0.

D. FEE SCHEDULE

Motion by Evenson, seconded by Lokken and carried, to approve the Fee Schedule as presented. Vote: 4-0.

E. PERSONNEL POLICY

Motion by Evenson, seconded by Simota and carried, to approve the Personnel Policy as presented. Vote: 4-0.

F. CREDIT CARD

Motion by Lokken, seconded by Simota and carried, to approve the process of obtaining a credit card from Grove Bank in Grove City for office use. Vote: 4-0.

G. RESOLUTION 2024-2: RESOLUTION APPOINTING PRESIDENTIAL NOMINATION PRIMARY ELECTION JUDGES

Motion by Lokken, seconded by Evenson and carried, to approve Resolution 2024-2. Resolution appointing presidential nomination primary election judges for the election on March 5, 2024. Vote: 4-0.

H. COMMITTEE APPOINTMENTS

Motion by Evenson, seconded by Simota and carried, to approve the Annual Appointments as follows: Vote: 4-0.

Weed Inspector:	Jason McCoy
Mayor:	Jason McCoy
Acting Mayor:	Sheldon Evenson
Health Inspector:	Meeker County Public Health
Buildings Commission:	Sheldon Evenson and Mike Sordahl
Utilities Commission:	Michael Sordahl and Shannon Roering
Official Newspaper:	Litchfield Independent Review
Official Depositor:	Grove Bank of Grove City and 4M Fund
Parks and Playground:	Shannon Roering and Sheldon Evenson
Streets:	Sheldon Evenson and Michael Sordahl
Police Commission:	Jason McCoy and Sheldon Evenson
Ordinance Commission:	Lorie Simota and Gabra Lokken
Personnel Committee:	Jason McCoy and Gabra Lokken
Finance Committee:	Jason McCoy and Gabra Lokken
South Grove:	Lorie Simota and Gabra Lokken
Data Practices Compliance Official:	Alysia Listerud
City Attorney:	Jay Squires; Rupp, Anderson, Squires & Waldspurgen
City Engineer:	Bolton and Menk Engineering

I. MONTHLY REGULAR MEETING

Motion by Lokken, seconded by Evenson and carried, to designate the 2<sup>nd</sup> Monday of each month for the regular business meetings. Occasionally conflicts will arise that will warrant changes to regular scheduled meeting dates. Vote: 4-0.

J. WORKSHOP MEETING

Motion by Lokken, seconded by Simota and carried, to designate the first Wednesday of every month for Workshop Meetings. Occasionally conflicts will arise that will warrant changes to workshop meeting dates. Vote: 4-0.

K. RESOLUTION 2024-1: ACCESS TO GROVE CITY'S CHECKING AND SAVINGS ACCOUNT

Motion by Lokken, seconded by Simota and carried, to approve Resolution 2024-1 regarding access to Grove City's checking and savings account. Jason McCoy, Chris Ransom, Sheldon Evenson, and Alysia Listerud will have access. Vote: 4-0.

L. City of Grove City Ordinance Tags – Tags will be used as door hangers and printed on neon green paper. The new tags will allow the city to check off the appropriate ordinance violations. Council agrees with the look/sample of tag presented.

## VIII. STAFF AND COUNCIL REPORTS

- A. RESCUE – Chief Thomas reported they had a new applicant from Grove City. Alysia Listerud will work on getting the correct new employment paperwork to the applicant. Thomas asked about what we knew about the Truck Fund. Alysia reported that an email was sent out to the 4 townships about records regarding the Truck Fund. Thomas stated that it all depends on the Truck Fund on what type of vehicle they can purchase.
- B. FIRE – Jeremy Boeyink spoke regarding a grant they received to purchase new gear for the fire department. Boeyink stated that they would be over by about \$20,000 and asked that the city pay for the out-of-pocket expenses.

Motion by Evenson, seconded by Lokken and carried, to approve the fire department to order new gear as proposed with help from the city on out-of-pocket expenses totaling around \$20,000. Vote 4-0.

Chief Jans asked if the city could be hired to plow the parking lot at Trinity Church.

McCoy stated that he does not want to use public equipment to do private locations.

- C. SHERIFF – Sheriff Swisher reported that other than the report, everything has been good. Lokken stated she would like to see the street names listed on the report again.
- D. CLERK – Alysia Listerud will be attending Election Judge Training on January 18<sup>th</sup> at the Meeker County Courthouse. Listerud asked if she could attend the MCFOA (Municipal Clerks and Finance Officers Association of MN) Training on January 26<sup>th</sup> at the cost of \$20.00.

Motion by McCoy, seconded by Lokken and carried, to approve Alysia Listerud to attend the MCFOA Training. Vote 4-0.

- E. PUBLIC WORKS – Public Works Supervisor Shannon Roering would like to finish the replacement of LED lights at South Grove. Roering received 2 quotes and Buer Electric was the cheapest. There is a grant from Heartland Energy that will help pay for 50% of the total costs.

Motion by Evenson, seconded by Lokken and carried, to approve the changing of lights to LED lights at South Grove as presented by Roering. Vote 4-0.

Roering asked to send Jack Ramthun to the MRWA Technical Conference in St. Cloud on March 6-8<sup>th</sup> to receive his license. The cost is \$275 per person. Roering would also like to attend the conference to get his water license if there are no conflicts with him attending.

Motion by McCoy, seconded by Evenson and carried, to approve Roering and Ramthun to attend the MRWA Technical Conference. Vote 4-0.

Roering brought up the need to purchase pressure relief valves to help clean out the fire hydrants.

Motion by McCoy, seconded by Lokken and carried, to purchase pressure relief valves to clean the hydrants. Vote 4-0.

Roering brought up his concern regarding the contract for backup electrical services. Concerned that they would not be able to help if multiple counties went out as well. McCoy stated that the motion was tabled so that it could be further discussed.

Evenson questions Roering regarding the “No Smoking” sign that was placed inside the doors at South Grove and the confusion as to where this sign should be placed. As it stands right now it looks like you can smoke inside the vestibule. The sign should be placed outside. Roering will look into getting another sign to be placed outside the doors and will check the other doors to make sure they have signs.

- F. MCCOY – Received bids regarding replacement blinds for the office and community center space.

Motion by McCoy, seconded by Lokken and carried, to accept the bid from Interior Design Studio for the total of \$3728.00 to replace the blinds in the office and community center area. Vote 4-0.

- G. EVENSON – Wants to make sure we are keeping track of who attends the council meetings and workshops. Alysia will make sure this is getting done.  
Questioned who is plowing the alleyway behind the city building – this is private property and should not be plowed by the city. Roering will make sure that Ramthun is not plowing this location. Evenson asked if an office assistant is still needed to come into the office. As it stands right now, she is on an on-call basis.
- H. LOKKEN – Would like to proceed with ordering the door hangers regarding ordinances. Sheriff Swisher will help with identifying ordinance violations and email the clerk when one is seen.
- I. SORDAHL – Absent
- J. SIMOTA – Discussed the kitchen remodel in the community center. The city received a donation for \$15,000 for the remodel. Simota will work on getting prices/bids on appliances and countertops.

IX. ADJOURNMENT

Motion by Lokken, seconded by Simota and carried, to adjourn the meeting at 7:55 PM.