

December 8, 2025

The City Council met for a regular council meeting at the Walnut Grove City offices on Monday, December 8, 2025 at 6:00PM.

Present: Ron Stubbe, Dale Shannon, Dylan Albertson, Yeng Yang and Sue West

Also Present: Owen Todd, Jordan Albrecht, Tom Hansen, Kim Rolling, Mark Johnson, Steven Klein, Carol & Joey Johnson, Darla & Randy Larson, Wes Hafner, Greg Lund.

Mayor Ron Stubbe called the meeting to order at 6:00PM.

The residents attending were asked if anyone had any comments. No residents had any comments. The clerk spoke to the council and those in attendance regarding the request made to look into what would be required for broadcasting the council meetings. The clerk contacted the League of MN Cities to determine this if the council wanted to broadcast or record the meetings. Record retention of the recordings would be dictated by the state record retention laws. Another option would be zoom meetings. The council discussed this briefly. Motion by Yeng Yang, seconded by Dale Shannon to table the discussion and decision for this until sometime during the first quarter of 2026. All voted in favor, motion carried.

Kim Rolling was present to discuss occupancy and maintenance needs for Country View. There are 20 units currently occupied. Kim is still waiting for a quote to have the dryer vents cleaned out from Heavens Best before they get that handled. Andy Foster removed the damaged sheetrock from the apartment to investigate the leak that caused the damage. Foster believes he can make the repairs that will take care of the leak and can fix the damaged sheetrock for about \$2500. Dale Shannon motioned to get quotes to make the necessary repairs. No second was made. Motion by Yeng Yang, seconded by Dale Shannon to amend the original motion and to have Foster complete the repairs for a cost of up to \$2500. All voted in favor, motion carried. Discussion was held on transferring \$120,000 from the storm sewer fund to the senior housing funds to cover the 2025 Principal and Interest payments and \$30,000 to cover the cost of the maintenance needed for the building repairs. Motion by Dale Shannon, seconded by Dylan Albertson to approve the \$150,000 to be transferred from the storm water fund to the senior housing funds. All voted in favor, motion carried.

Owen Todd & Jordan Albrecht were present from Bolton & Menk to discuss the unknown water lines and the Small Cities Development Program grant. There are 5 unknown service lines from the curb stop to the water meter on the resident's side and 155 unknown lines running from the main to the curb stops.

The city was approved for a \$600,000 Small Cities Development Program grant to help cover the cost of having to replace the main sewer line on 8th Street north of the highway to the museum. The following is a summary of the requirements for this grant. The city is required to conduct a Fair Housing Activity once per year during the grant program (which is a max of three years). This resolution acknowledges the City will do that and provides an outline of the three activities to be conducted. Motion by Dale Shannon, seconded by Sue West to approve Resolution 2025-1208C Adopting a Fair Housing Plan of Action. All voted in favor, motion carried.

Section 3 Resolution and Plan: This acknowledges that the city (via the Contractor) will utilize efforts to solicit Section 3 businesses (minority and women owned businesses, and low-income businesses) and make sure all contractors fill out the Section 3 Business Certification. We typically promote the project as Section 3 with a posting on the job site, which meets the solicitation requirement. Motion by Dylan Albertson, seconded by Yeng Yang to approve Resolution 2025-1208D Adopting a Section 3 Plan. All voted in favor, motion carried.

Residential Anti-displacement Resolution and Plan: This plan states the city's agreement to replace occupied or vacant occupiable low-to-moderate income dwelling units demolished or converted as part of the funded project. Please note; There are no dwelling units proposed for demolition as part of this project, so this is really a superfluous requirement, but the Plan still needs to be approved by the Council. Motion by Sue West, seconded by Dale Shannon to approve Resolution 2025-1208E Adopting a Residential Anti-Displacement and Relocation Assistance Plan. All voted in favor, motion carried.

Drug Free Workplace: This requires the signature of the Mayor. Even if the City has a Drug Free Workplace Policy in place. The council approved the Drug Free Workplace Policy.

Prohibition of Excessive Force Policy: This Policy acknowledges that the City will not use excessive force against individuals engaged in non-violent civil rights demonstrations. The council approved the Prohibition of Excessive Force Policy.

At 7:00 Mayor Stubbe opened the Truth and Taxation public hearing portion of the meeting. No residents had comments on the 2026 budget and the council agreed to approve the September proposed budget. Motion by Dylan Albertson, seconded by Dale Shannon to approve Resolution 2025-1208 Certifying the Tax Levy Requirement for 2025 for collection in 2026 with the General Levy at \$299,620 and the Special Levy of \$52,471, for a total levy in the amount of \$352,209. All voted in favor, motion carried.

Discussion was held on the Bar & Grill employees. The council determined they would allow the manager to do the individual employee performance reviews and recommend the wage increases accordingly to be approved by Councilman Yang and Mayor Stubbe.

Discussion was held on changing Kevin Lee to full-time with full benefits instead of a 30-hour per week employee with partial benefits. Motion by Dylan Albertson, seconded by Dale Shannon to approve the 40-hour work week with full benefits for Kevin Lee. All voted in favor, motion carried.

Discussion was held on the 2026 MN Paid Family Leave. After visiting with the city auditor and talking with other cities the information gathered shows that most of the other cities are splitting the cost of the premiums for paid family leave with the employees. The council originally determined they would give a 2.5% cost of living salary increase to all city employees for 2026 and then a merit increase up to 1.5 % for those that have earned it. The council determined they would increase the cost-of-living increase to 3% to cover the cost of the family leave premium paid by employees. The council reviewed the proposed 2026 wages, rates and fees schedule. Motion by Dylan Albertson, seconded by Dale Shannon to approve the 2026 schedule along with the increase to 3% for a cost-of-living increase and to split the premium for Paid Family leave with the employees. All voted in favor, motion carried.

Mayor Stubbe closed the Truth in Taxation portion of the meeting.

Bar & Grill manager was not available to attend the meeting but sent information to the council about possibly changing the hours at the Bar & Grill. The council decided they would visit with the manager and make decisions at the next meeting.

Fire Chief Andy Foster was present to discuss the department. The old pump truck has been drained and will be put up for sale by sealed bids for the January meeting. Foster informed the council that Dean Baker has now completely retired from the department.

Discussion was held on the police chief position: The city clerk sent the job offer to Matthew Stiehm for the chief position. Stiehm replied back to the city with his counteroffer. The council discussed these requested changes. Motion by Yeng Yang, seconded by Dale Shannon to send the new offer to Stiehm with the wage requested, plus 40 hours of vacation and 20 hours of sick pay up front and to begin employment at the 2 weeks per year of vacation pay accrual rate plus 8 hours accrued monthly for sick time. Also allowing the police car to be taken home at night and requests that Stiehm live close enough to town to have a 6-minute response time. All voted in favor, motion carried.

Discussion was held on offering Stiehm an apartment at Country View free of charge. Stiehm requested this to be 6 months, and he was originally offered 3 months. Motion by Dale Shannon, seconded by Yeng Yang to offer Stiehm up to 6 months free at Country View and then pay \$800/ per month after that time if he still is unable to find housing and the apartment is not needed for its intended purpose. Ron Stubbe, Dale Shannon, and Yeng Yang voted in favor. Sue West and Dylan Albertson voted against. Motion passes with a majority vote.

Motion by Dale Shannon, seconded by Dylan Albertson to approve the 2026 Tobacco licenses for Snak Atak and the Bar & Grill. All voted in favor, motion carried.

Motion by Dylan Albertson, seconded by Dale Shannon to approve Resolution 2025-1208B Designating the Annual Polling Place. All voted in favor, motion carried.

Motion by Sue West, seconded by Dylan Albertson to approve claims 45558-45628. All voted in favor, motion carried.

Motion by Dylan Albertson, seconded by Sue West to approve the Minutes for the November 10, 2025 regular meeting and November 14, 2025 Special meeting. All voted in favor, motion carried.

Motion by Sue West, seconded by Dylan Albertson to adjourn. All voted in favor, motion carried.

Paula McGarvey
Clerk-Treasurer