

January 13, 2025

The City Council met for a regularly scheduled council meeting at the Walnut Grove City offices on Monday, January 13, 2025 at 6:00PM.

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

Also Present: Kerwin Armitage, David Graham, Tom Hansen, Beth Bjorklund, Paula McGarvey, Andy Foster, Kristy Baker, Allan Anderson and Paulette Koch.

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

City Clerk, Paula McGarvey administered the Oath of Office to the four newly elected council members, Ron Stubbe-mayor; Sue West- council; Dylan Albertson- council; Dale Shannon-council.

Information packets were handed out to all council members with brief explanations of duties of the council, mayor and clerk. The different types of meetings were reviewed as well as when a meeting should be closed. The council agreed they would like to hold a special meeting to go through the different city positions and job duties on Thursday, January 23 @ 6PM.

Discussion was held on the 2025 appointments for the city of Walnut Grove:

## **2025 Appointments:**

City Office / EMS Coordinator	- Ron Stubbe/ Yeng Yang
Community Center, Cemetery	- Dylan Albertson/ Sue West
Safety Committee	- Dylan Albertson/ Sue West
Walnut Grove Activity /Events	- Dylan Albertson / Sue West
Bar & Grill	- Yeng Yang / Ron Stubbe
Police Department	- Dale Shannon/ Sue West
Streets and Parks	- Dale Shannon / Dylan Albertson
Water and Sewer	- Dale Shannon / Dylan Albertson
Economic Development	- Ron Stubbe / Dale Shannon
WG Fire Dept.	- Ron Stubbe/ Yeng Yang
WG Ambulance Dept.	- Yeng Yang/ Sue West
Acting Mayor	-Yeng Yang
Official Depository	-Integrity Bank Plus/MN Municipal Money Market
Official Newspaper	-Westbrook/Walnut Grove Sentinel/Tribune
City Attorney	<b>-Muske, Muske &amp; Suhrhoff, Ltd. Springfield, MN/</b> Shannon Ness, County Attorney
City Engineer	-Bolten & Menk

Motion by Sue West, seconded by Yeng Yang to approve the 2025 appointments as listed. All voted in favor, motion carried.

Kerwin Armitage presented the water-wastewater report to the council. Kerwin explained to the new council that after being inspected, it was determined that the final clarifier at the plant is in very poor condition and will need to be replaced. Kerwin has presented two quotes for this to be replaced and the replacement cost for the equipment will be \$98,798 from Crane Engineering. The first quote was \$144,548. Kerwin had a third company inspect the clarifier and they were supposed to give him a quote a few weeks ago. They still have not so the council determined they would not be comfortable counting on them to do the job if they couldn't provide the quote in a timely manner. Motion by Dale Shannon, second by Dylan Albertson to approve the quote from Crane Engineering to complete the job. All voted in favor, motion carried.

Kerwin presented the council with a quote from Baker Construction for a lean-to roof to go over the clarifier. The council asked him to get at least one more quote before they make a decision on that.

Kerwin had reported to the council that when Thein Well Service inspected well #1, they found that something was leaking and will be completing the repair. The technicians found a major hole in the pipe under the well seal. The cost of the repair will be \$12257.50. Motion by Dylan Albertson, seconded by Sue West to approve the repairs to well #1. All voted in favor, motion carried.

Chief Graham gave the police department report. Graham reported that he was working on a couple of cases with other departments and other than that things have been pretty quiet in Walnut Grove.

Resolution 2025-0113 Establishing Rules for the City Parks & City Properties was reviewed by the council. Motion by Dale Shannon, seconded by Yeng Yang to approve Resolution 2025-0113. All voted in favor, motion carried.

The liquor report was presented. Year to date the Bar & Grill shows a slight profit after calculating in depreciation for the current year.

The Walnut Grove American Legion are considering being open for the super bowl and requested the council to approve a temporary liquor license for that day. Motion by Dylan Albertson, second by Sue West to approve a one-day temporary Liquor License for the American Legion for February 9, 2025. All voted in favor, motion carried.

Motion by Ron Stubbe, second by Layne Wiborg to approve Resolution 2024-1209 certifying the 2025 Budget. All voted in favor, motion carried. The Truth in Taxation Public Hearing was closed and the regular council meeting was reopened.

Tom Hansen presented the maintenance report. All equipment is working as it should.

Discussion was held on 2025 Policies & Procedures. Motion by Dale Shannon, seconded by Sue West to approve the 2025 Policies and Procedures. All voted in favor, motion carried.

Ambulance Director Kristy Baker was present to discuss the ambulance department. The Walnut Grove Ambulance Service received a one time MN Emergency Ambulance Service Aid for 2025 in the amount of \$51,478. These funds can be used for equipment, training, retention, payroll and operating expenses.

Fire Chief Andy Foster was present to discuss 2009 Freightliner that was purchased to use as the new tanker. The vehicle was taken to North Central International in Sanborn for maintenance and repairs totaling \$3618. The council approved the repairs.

Motion by Sue West, second by Dale Shannon to approve claims 44823-44890. All voted in favor, motion carried.

Motion by Yeng Yang, second by Dale Shannon to approve the Minutes for December 9, 2024 regular meeting and the December 16 & 30, 2024 Special meetings. All voted in favor, motion carried.

Motion by Dale Shannon, second by Sue West to adjourn. All voted in favor, motion carried.

Paula McGarvey  
Clerk-Treasurer