

MINUTES
Regular Meeting
January 12th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Larson, Wohlenhaus, Rikimoto and Findlay.

Absent: None Also present: Administrator Olson, Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

2023 Oath of Office

Newly elected mayor Jacob Veldhouse and council members Edward Rikimoto, Doug Wohlenhaus and appointed Cally Findlay all read and signed the Oath of Office for the respected positions.

Approval of Agenda

Upon motion from Larson, seconded by Rikimoto and unanimously carried, the board approved the agenda as presented.

City Lots for Sale

Olson stated there is some interest in selling the two lots on the 8th Ave N Loop. Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved to sell parcels 23-0878048 and 23-0878004 for \$7,500.00 each to any interested party.

Park Board Member request to purchase playground equipment

Park and Rec Board Chairperson Chelsie Falk presented the council with some info on Playground Equipment the Park Board agreed on. Falk told the council the City was awarded a grant for \$100,000.00 for City Park Improvements. The Council agreed for Falk to move forward on fundraising to reach the full amount of the costs of the project before giving approval to purchase any equipment. The estimate of the project is \$111,521.00 which does not include any drainage or site prep work or the installation of the playground wood fiber which all are required for the project.

Bleachers at the Baseball Field

Ed Rikimoto presented the council with a picture of a bleacher set up to replace the existing bleachers at the baseball field. Rikimoto said there is currently fundraising for a replacement. No timeframe or final plans have been made as of this time. The council did agree that the current bleachers should not be removed until there is a plan of replacement in place. The park board had approved to remove the green bleachers stating they are not up to code and a liability/safety risk. The City will hire building inspector Mike Jacobson to inspect and will report to the city his findings.

Consent Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and motion carried, the council approved the minutes of December 21, 2022 and the claims of January 12, 2023 as presented.

Resolution 2023-01

Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved the Resolution Accepting Donations.

Resolution 2023-02

MINUTES
Regular Meeting
January 26th , 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Larson, Wohlenhaus, Rikimoto and Findlay.

Absent: None Also present: Administrator Olson,

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Larson and unanimously carried, the board approved the agenda as presented.

Temporary Liquor License- WFD Relief

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the Temporary Liquor License for the Wheaton Fire Dept Relief for March 6th, 2023.

Service Agreement for Don Metz

Upon motion from Larson, seconded by Wohlenhaus and carried unanimously, the council approved the 2023 Assessment Fee for Don Metz for \$19,339.00.

Consent Agenda

Upon motion from Rikimoto, seconded by Findlay, and motion carried, the council approved the minutes of January 12th, 2023 and the claims of January 26, 2023 as presented.

Upon motion from Rikimoto, seconded by Larson and carried, the council approved to turn the squad mirror claim into insurance.

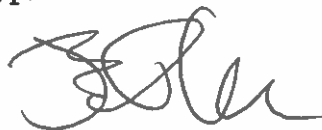
Administrator Update

Olson provided the council with a letter from Traverse Care Center about a fundraising Gala they are having. A motion was made to donate a family season pass for the Swimming Pool from Wohlenhaus, seconded by Rikimoto and withdrawn by Wohlenhaus. Upon motion from Findlay, seconded by Wohlenhaus and carried unanimously, the council approved to give two family season passes for the Wheaton swimming pool to the Traverse Care Center.

Adjourned

5:43 pm CDT

ATTEST:



Amy Olson, City Administrator

Jacob Veldhouse, Mayor

Resolution 2023-06 Resolution to Rescind Resolutions

Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved Resolution 2023-06 to Rescind the following Resolutions: 22-23, 22-16, 22-15, 23-01, 23-04 and refund \$29,723.00 to the baseball association. These resolutions were accepting donations for the baseball field improvements from the baseball committee. It was unclear that the prize funds for the Ace on the Lake were to be paid out of the donations, so the full amount of the donations will be returned. After the prize fund is dispersed by the baseball committee, they will donate the balance back to the City.

Eide Bailly Engagement Letter

Upon motion from Wohlenhaus, seconded by Rikimoto and carried unanimously, the council approved the Engagement Letter with Eide Bailly for the audit of 2022.

Park & Recreation Board By-Laws

Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved the revised by-laws for the park and rec board.

Administrator Update

Olson provided the council with a letter from Traverse Care Center about a fundraising Gala they are having. A motion was made to donate a family season pass for the Swimming Pool from Wohlenhaus, seconded by Rikimoto and withdrawn by Wohlenhaus. Upon motion from Findlay, seconded by Wohlenhaus and carried unanimously, the council approved to give two family season passes for the Wheaton swimming pool to the Traverse Care Center.

Adjourned

6:31 pm CDT

ATTEST:

Amy Olson, City Administrator



Jacob Veldhouse, Mayor

Upon motion from Wohlenhaus, seconded by Rikimoto and carried unanimously, the 2023 Joint Powers Agreement was approved as presented.

Chief of Police Jason Berning requested to be able to be put on the Traverse County's Sheriff's Office's payroll to work part time if needed. Upon motion from Larson, seconded by Findlay and motion carried unanimously, the council approved the request.

Resolution 2023-05 Transfer of Funds into Existing Money Market

Upon motion by Rikimoto, seconded by Findlay and carried unanimously, the council approved Resolution 2023-05.

Land Use Permits

Upon motion from Larson, seconded by Rikimoto and carried unanimously, the council approved the Land Use Permit for 509 13th St N for a 26x60 garage addition.

Legal Update

City Attorney Matt Franzese said Baseball Committee member Paul Thielen is requesting for the donations for the ballfield improvement project to include West Central Initiative to handle the process. Franzese suggested to have a contract with the baseball committee once they become an association.

Administrator Update

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the gambling request from the Wheaton American Legion.

Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved to change the meeting time for the Board of Equalization meeting on April 13th to 4:30 pm.

Adjourned

6:30 pm CDT

ATTEST:

Amy Olson, City Administrator



Jacob Veldhouse, Mayor

Bank of the West CD

Upon motion from Larson, seconded by Findlay and approved, the council gives Olson permission to move the CD to either State Bank or Star Bank, whichever has the highest interest rate.

Administrator Update

Upon motion from Larson, seconded by Wohlenhaus and carried, the council tabled the Water Assistance program discussion until there is clarification on how to bill out the garbage separately.

Olson stated the wing on the City's plow truck is broken and parts are 6-8 weeks out. The City is hiring The Traverse County Highway Department to assist the City and plow the streets to get them widened out before the oncoming storm.

Upon Motion from Larson, seconded by Wohlenhaus and carried, the meeting was closed pursuant to M.S.A. §13D.05, Subd. 3(d). The subject to be discussed is security issues at City Hall, and disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Meeting was closed at 6:32 pm.

Upon motion from Larson, seconded by Veldhouse and carried, the meeting was opened at 6:56 pm. Results of the closed meeting was a committee was formed to investigate safety equipment.

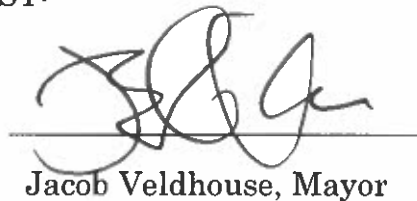
Adjourned

6:57 pm CDT

ATTEST:



Amy Olson, City Administrator



Jacob Veldhouse, Mayor

Right of Way Permit- Citizen's Telecommunications

Upon motion from Wohlenhaus, seconded by Rikimoto and carried, the Right of Way permit was approved.

Joint Powers Agreement- #192171

Upon motion from Larson, seconded by Findlay and carried, the JPA with the State of Minnesota and the City of Wheaton Prosecuting Attorney was approved. Upon motion from Findlay, seconded by Larson and carried, the CJDN was approved.

Resolution 2023-08 Approving the Joint Powers Agreement

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, Resolution 2023-08 was approved.

Wheaton Chamber of Commerce Membership Dues

Upon motion by Larson, seconded by Wohlenhaus and carried unanimously, the council approved the 2023 Membership Dues.

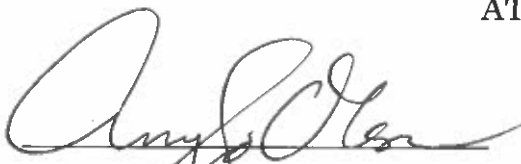
Land Use Permits

Upon motion from Rikimoto, seconded by Findlay and carried, the land use permits were approved. 404
11st St N- 12x16 shed
1403 Broadway- Fence

Adjourned

6:26 pm CDT

ATTEST:


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

MINUTES
Regular Meeting
April 13th , 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto and Findlay.

Absent: Larson Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 4:30 pm.

Public Hearing for Conditional Use Permit for Minnkota Storage, LLC

Upon motion from Rikimoto, seconded by Findlay and carried, the council meeting recessed to allow EDA to have a public hearing. The meeting reconvened at 4:39pm with the planning commission to discuss the Conditional Use Permit for Minnkota Storage, LLC. To build storage sheds at 4th St N and 4th Ave N.

Upon motion from Findlay, seconded by Wohlenhaus and carried, the planning commission will recommend to the council to approve the CUP. The Planning Commission meeting was closed at 5:10 pm and the council meeting opened at 5:10 pm. Upon motion from Rikimoto, seconded by Wohlenhaus and carried, the council approved the recommendation from the Planning Commission for Minnkota Storage Conditional Use Permit to include the provisions and findings of facts.

Approval of Agenda

Upon motion from Findlay, seconded by Rikimoto and unanimously carried, the board approved the agenda as presented.

Water Assistance Program

The council discussed the Low-Income Household Water Assistance Program (LIHWAP). No action was taken.

Consent Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and motion carried, the council approved the minutes of March 23rd, 2023 and the claims of April 13th, 2023 as presented.

Wheaton Dumont Community Fund Grant Application

The council reviewed an application for a grant through Wheaton Dumont Community Fund from the Park Board. Upon motion from Findlay, seconded by Rikimoto and carried, the council approved for the park board to submit the application with the stipulation the Park Board must get authorization from Mayor Veldhouse and Administrator Olson prior to any work on City property

Resignation of Firefighter Kiel Drinkwitz

Upon motion from Rikimoto, seconded by Wohlenhaus and carried, the resignation was accepted. The council thanks you for your service!

Hiring of Lifeguards, Assistant Manager and Pool Manager

Upon motion from Rikimoto, seconded by Findlay and carried, the following were hired: Lifeguards Emily Rueda, Kyle Kremer, Holden Rinke, Sadie Medenwald, Caden Olsen, Ellissa Rinke, Keisha Shay, Madison Koch and Julia Schmidt. Pool Manager Mallory Mosloski and Assistant Pool Manager Ellissa Rinke.

**MINUTES
Special Meeting
April 24th, 2023**

A special council meeting of the City of Wheaton, MN was held in the community room of the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Findlay and Larson. Absent: Rikimoto. Mayor Veldhouse called the meeting to order at 7:00 am.

Upon motion from Larson, seconded by Findlay and carried unanimously, the Liquor License application for Sykora's Rusty Anchor was approved contingent on proof of Liability Insurance and a clear background check from the Police Department.

Meeting was adjourned at 7:35 am.

ATTEST


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved a member of the Park Board to perform annual end of season reviews with employees, and the City council will conduct the pool manager's review.

Hiring of Lifeguard

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, the council approved to hire Halli Koch as a lifeguard.

Land Use Permit

Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved the land use permit for 1607 1st Ave N- 40x50 fence.

Right of Way Permit

Upon motion from Larson, seconded by Rikimoto and carried unanimously, the council approved the Right of Way Permit for Midco.

Traverse Co. Ag Assn Donation

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved to give \$2,000 for the Traverse County Fair.

Administrator Update

The council reviewed a letter from the MN Dept. of Natural Resources requesting to drill a well at the Wheaton Airport to find buried and cretaceous aquifer.

Upon motion from Findlay, seconded by Rikimoto and carried unanimously the council approved Clean up day for June 6th, 2023.

Adjourned

6:29 pm CDT

ATTEST:


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

MINUTES
Regular Meeting
May 11th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson and Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

MN DNR Steve Labuz- Airport Well Drilling

Steve Labuz from the MN Dept of Natural Resources presented the council the plan to drill two groundwater monitoring observation wells at the Wheaton Municipal Airport. The DNR will cover all costs incurred in the project. Upon motion from Rikimoto, seconded by Wohlenhaus and unanimously carried, the council approved the request to drill two wells.

Consent Agenda

Upon motion from Rikimoto, seconded by Larson, and motion carried, the council approved the minutes of regular meeting on April 27th, 2023, special meeting on April 24th, 2023, special meeting of May 9th, 2023 and the claims of May 11th, 2023 as presented.

Hiring of Lifeguard

Upon motion from Larson, seconded by Rikimoto and carried unanimously, the council approved the hiring of Ashlyn McCalip as a lifeguard for 2023.

Special Vehicle Permit

Upon motion from Findlay, seconded by Wohlenhaus, abstention from Veldhouse, and carried, the special vehicle permits for Annie Veldhouse and Jacob Veldhouse were approved.

Land Use Permit

Upon motion from Larson, seconded by Findlay and carried unanimously, the council approved the land use permit for 1116 Broadway for storage containers.

Administrator Update

The council reviewed the April Cash Balances

Olson stated that Lenny Zimmer would like to continue spraying for mosquitos in the city. Upon motion from Findlay, seconded by Rikimoto and carried unanimously, the council approved to hire Zimmer.

Olson presented the idea to the council of having a "Yard of the Week" contest for the city. This will run from June 1st through August 31st. Mayor Jacob Veldhouse will choose a property each week. The winner with the best yard that week will receive \$25.00 in Wheaton Bucks and a sign placed in the yard for the week. No property may win more than once. We encourage everyone to partake in this and

MINUTES
Regular Meeting
May 25th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson and Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Eide Bailly 2022 Audit Presentation

Amber Huseth from Eide Bailly presented the council with the 2022 audit. The city once again received a clean or unmodified audit opinion

Frisch Insurance Agency/Paul Frisch

Paul Frisch from Frisch Insurance updated the council on the renewals for the Property and Casualty Plans along with the Worker's Comp renewal.

Consent Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and motion carried, the council approved the minutes of regular meeting on May 11th, 2023, and the claims of May 25th, 2023 as presented.

Hiring of Lifeguard

Upon motion from Larson, seconded by Findlay and carried unanimously, the council approved the hiring of Ava Klindworth as a lifeguard for 2023.

Assessor Contract

Upon motion from Larson, seconded by Findlay and carried, the contract with Assessor Don Metz was approved for three years at \$16,000.00 per year for services.

Todd Amborn- Critter Control at Airport

Upon motion from Wohlenhaus, seconded by Rikimoto and carried unanimously, the council approved the quote from Todd Amborn to control the badger and gopher problems at the Wheaton Airport.

MN DNR Well Drilling Agreement

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, the council approved the well drilling agreement with the MN DNR to drill wells at the Airport for testing.

Printer for Wheaton Community Library

Upon motion from Larson, seconded by Wohlenhaus and carried unanimously, the council approved the Library Director Jacqueline Peebles to purchase a new printer for the library using the reserve funds from 2022.

MINUTES
Special Meeting
May 22nd, 2023

A special council meeting of the City of Wheaton, MN was held in the community room of the Wheaton Community Library with the following members present: Veldhouse, Rikimoto, Findlay and Wohlenhaus. Absent: Larson. Also present: Administrator Olson, Police Chief Berning, Sheriff Wright and Attorney Matt Franzese.

Mayor Veldhouse called the meeting to order at 5:00 pm.

The Police committee reported to the council what they have worked on recently in putting together a Law Enforcement Contract with the Traverse County Sheriff's Department. This became after the resignation of Police Chief Jason Berning. A special meeting is scheduled for May 30th with the Traverse County Commissioners to finalize and approve the Law Enforcement Contract.

Meeting was adjourned at 5:57 pm.

ATTEST: _____

Amy Olson, City Administrator



Jacob Veldhouse, Mayor

MINUTES
**Regular Meeting
June 8th, 2023**

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson and Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Larson, seconded by Rikimoto and unanimously carried, the board approved the agenda as presented.

Tiffany Duhme/Veterans Services- Banners

Tiffany presented the council with an example of the banner project they would like to do starting in 2024 honoring Veterans. Upon motion from Findlay, seconded by Wohlenhaus and carried, the council approved for Tiffany to move forward with the project and allow the banners to be placed on Main Street.

Consent Agenda

Upon motion from Larson, seconded by Rikimoto, and motion carried, the council approved the minutes of regular meeting on May 25th, 2023, special meetings of May 22nd and May 30th. and the claims of June 8th, 2023 as presented.

Traverse County Ag Assoc. Liquor License

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the Temporary Liquor License for the Traverse County Fair in August, 2023.

Waiver of Sewer Charges

Upon motion from Larson, seconded by Wohlenhaus and carried, the waiver of sewer charges was approved for the property at 803 3rd Ave N in the amount of \$50.64.

Hiring of Lifeguard

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the hiring of lifeguard Lucas Gahlon.

Special Vehicle Use Permit

Upon motion from Larson, seconded by Rikimoto and carried unanimously, the council approved the Special Vehicle Use Permits for Virgil & Sharon Raddatz and for Wilbert Ketterling.

Resolution 2023-11- Rates for Water, Sewer and Garbage

Upon motion from Wohlenhaus, seconded by Findlay and carried unanimously, the council approved the approved Resolution 2023-11 with an increase of a penny per cubic foot on the water and an increase of \$3.00/can for the garbage. This was decided after much discussion of the revenue losses for the past year and the increases in expenses.

MINUTES
Regular Meeting
June 22nd , 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson and Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Shawn Drewicke- Substandard Abatement Dispute

Shawn Drewicke notified the council by form of letter the property at 507 12th St N will be demolished by the end of August. They are still in litigation with the Insurance Company. Upon motion from Larson, seconded by Findlay and carried unanimously, the council is extending the abatement until September 4th. If the house is not demolished by then, the City will demo the house.

Consent Agenda

Upon motion from Wohlenhaus, seconded by Rikimoto, and motion carried, the council approved the minutes of regular meeting on June 8th , 2023,. and the claims of June 22nd , 2023 as presented.

Old business/Committee Reports/New Business

Veldhouse updated the council that the Park Board would like to add sand around the existing volleyball net at City Park for an official sand volleyball court.

Upon motion from Findlay, seconded by Rikimoto and carried unanimously, the council approved the Park Board to start building the sand volleyball court.

Upon motion from Larson, seconded by Wohlenhaus and carried, the council approved to order three round and three rectangle picnic tables for City Park and Falk Park shelters.

The Wheaton Community Library withdrew a CD from Bank of the West. Library Director Jacqui Peeples would like to purchase more shelving, a laptop, monitor and misc. accessories. The Library Board approved for Peeples to use \$4500.00 for the purchase. Upon motion from Larson, seconded by Rikimoto and carried, the council directed Olson to invest the CD at FM Bank in a twelve month cd with the remaining balance.

Hangar Stall Leases

Upon motion from Rikimoto, seconded by Wohlenhaus and carried, the hangar stall leases for Carlson Ag Aviation and Brink Farms were approved.

Sewer Repair Invoice

Upon motion from Larson, seconded by Rikimoto and carried unanimously, the council approved the Sewer Repair Invoice for 709 2nd Ave S.

**MINUTES
Special Meeting
June 30th, 2023**

A special council meeting of the City of Wheaton, MN was held in the community room of the Wheaton Community Library with the following members present: Veldhouse, Rikimoto, Findlay, Larson and Wohlenhaus. Absent: None. Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 7:30 am.

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, the council approved the temporary liquor license for Wheaton Fire Dept. for August 5th, 2023.

Meeting was adjourned at 7:34 am.

ATTEST:


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

Administrator Update

Olson stated that Whaley Excavating will be working on putting in new water line at the old trailer park and will be hooking up to old ACP pipe which is in need of replacement. Upon motion from Wohlenhaus, seconded by Findlay and carried unanimously, the council approved to have Whaley Excavating replace the ACP pipe along 4th Ave n between 3rd and 4th St. n.

Olson stated the sewer line at the pool is plugged and plumbers are working on resolving the problem. The women's bathroom is shut down until all repairs and cleaning/disinfecting are complete. Continual flushing of feminine products and baby wipes are plugging up the sewers.

Adjourned

6:37 pm CDT

ATTEST:

Amy Olson, City Administrator



Jacob Veldhouse, Mayor

Special Vehicle Permit

Upon motion from Wohlenhaus, seconded by Rikimoto and carried unanimously, the council approved the special vehicle permit for Jon Determan.

Hangar and Ground Lease

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the hangar and ground leases for West Central Ag Air were approved.

Resolution 2023-12 Accepting Donations

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, Resolution 2023-12 was approved to accept the \$5,000.00 from West Central Initiative for the parks.

Legal Update by Matt Franzese

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the Amendment to Ordinance 570, as amended, dealing with substandard buildings in the City of Wheaton.

Upon motion from Findlay, seconded by Wohlenhaus and carried unanimously, the council approved the Amendment to Ordinance 571 dealing with abatement procedures for structures in disrepair in the City of Wheaton.

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the Summary of and amendment to ordinances section no. 570 and establishment of ordinance section 571.

Franzese presented the council with a committee member guidelines packet and a committee meeting procedure packet. The council reviewed and Administrator Olson will disperse to the Park Board and Library Board.

Franzese also discussed the open meeting law and the importance it is for the council and all boards to comply with it.

Administrator Update

Olson stated the Fire Dept. would like to put up for auction two generators. Upon motion from Wohlenhaus, seconded by Rikimoto and carried unanimously, the council approved to auction them off with no reserve set.

Upon motion from Findlay, seconded by Rikimoto and carried unanimously, the council approved to donate a family pool pass for 2024 to the Family Fun Night.

Upon motion from Rikimoto, seconded by Findlay and carried unanimously, the council approved the estimate from Joe Riley Construction in the amount of \$53,225.00. The estimate is to repair the road from 18th street to 19th street on Broadway. The City is paying 47% of the paving cost of the asphalt. Traverse Electric will be paying the other 53%.

Upon motion from Wohlenhaus, seconded by Findlay and carried unanimously, the council approved to place a sign at the pool stating no weapons are allowed on the property.

Upon motion from Rikimoto, seconded by Wohlenhaus and carried unanimously, the council approved to update the no smoking signs on City property to include no marijuana smoking.

Adjourned

7:37 pm CDT

MINUTES
Regular Meeting
August 10th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Ramesh Patel from Wheaton Inn- Tax Abatement Request

Wheaton Inn owner Ramesh Patel is asking the City of Wheaton for another tax abatement. The Wheaton Inn was granted a tax abatement in 2009 for 12 years in the amount of \$2,000.00 per year. A request for a Public Hearing to consider abatement will be held in September.

Consent Agenda

Upon motion from Larson, seconded by Rikimoto, and motion carried, the council approved the minutes of regular meeting on July 27th, 2023, and the claims of August 10th, 2023 as presented.

Replay and Sealing Quotes

Jerry Beckmann provided the council with a quote and presentation for gap mastic repairs in the amount of \$23,841.00. Jerry also provided the council with a quote and presentation for RePlay in the amount of \$76,834.00. Upon motion from Rikimoto, seconded by Larson and carried unanimously, the quote for the Mastic work was approved to be completed in 2023.

West Central Initiative

Upon motion from Rikimoto with a second by Findlay, the Council unanimously agreed to have West Central Initiative accept donations for the Wheaton Area Baseball Park Improvement Project. Upon receiving an invoice from the Baseball Association for the project, the City would ask West Central Initiative to release a portion of the donated funds to cover the cost of the invoice.

Wheaton Area Baseball Association Updates

Eric Rikimoto and James Paul updated the council with the baseball park improvement project. Upon motion from Rikimoto, seconded by Larson and carried unanimously, the council approved the Baseball Association to move the green shed closer to the field and repair any ruts they may cause.

Upon motion from Findlay, seconded by Rikimoto, aye from Veldhouse, aye from Larson, nay from Wohlenhaus, it was approved to demolish the green bleachers at the baseball field upon the request from the Baseball Association. Olson was directed by the council to take the funds from the Capital Improvement Ballfield Cement Fund in the Money Market to cover the costs of demolition.

The Assoc. also requested to have 10 City of Wheaton garbage cans placed at the ballfields and the players/coaches will dump them in the dumpster after each game. They would like them placed out there next spring.

MINUTES
Regular Meeting
August 24th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, Larson and Findlay.

Absent: None Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Extension of Abatement

Dustin Paananen was at the council meeting to represent Kimberly Bearden and Joe Evans regarding the Substandard Building Abatement following the Administrative Search Warrant results. Bearden is requesting an extension on the abatement to allow them to fix up the house. Currently the house is deemed uninhabitable as per the Building Inspector's findings. The house needs foundation repairs, electrical and plumbing along with roof repairs to stop the leaking. The basement floor is covered in water, there is garbage everywhere and there is evidence of varmints throughout the building. The whole house is deteriorating and rotting. The council directed Olson to contact the building inspector and reach out to Bearden to set up a time for him to inspect and instruct the contractors on everything that needs to be done.

Upon motion from Wohlenhaus, seconded by Larson, AYE from Findlay, AYE from Veldhouse, NAY from Rikimoto, motion carried to permit City Attorney Matt Franzese to seek a method to prohibit and remove Bearden and Evans from living at the property until the house has all repairs done, is cleaned up and habitable.

Consent Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and motion carried, the council approved the minutes of regular meeting on August 10th, 2023, and the claims of August 24th, 2023 as presented.

Fire Chief Rick Davis' FEMA Grant Update

Fire Chief Rick Davis told the council the department received a FEMA grant for \$219,523.80 for a new compressor and fill station and also to upgrade the SCBA units. Upon motion from Wohlenhaus, seconded by Rikimoto and carried, council gave Davis permission to order the grant items.

Davis also requested to purchase stabilizers. Upon motion from Larson, seconded by Findlay and carried, request approved.

Dennis Hanson' Tree Complaint

Dennis Hanson owns the property at 1501 3rd Ave N which had three diseased trees which were marked by Tree Inspector Ed Rikimoto. As per Ordinance 650, the trees must be removed. Olson sent out the abatement letter on June 12th, 2023 to the address that would be assessed as per Ordinance. Hanson did not provide the County with a current mailing address and Olson received the letter back on August 15th, 2023. The trees were already removed by the contractor hired by the City. Upon motion from Rikimoto,

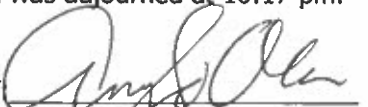
MINUTES
Special Meeting
September 7th, 2023

A special council meeting of the City of Wheaton, MN was held at the Wheaton Community Library with the following members present: Larson, Veldhouse, Findlay and Wohlenhaus. Absent: Rikimoto. Mayor Veldhouse called the meeting to order at 7:00pm.

The special meeting was called to review the 2024 budget and tax levy. The council reviewed all portions of the budget with a proposed levy of \$899,304.00.

Meeting was adjourned at 10:17 pm.

ATTEST


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve 406 9th St N to build a 12x20 shed.

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve 1004 2nd Ave n to build a deck.

Upon motion from Wohlenhaus, seconded by Findlay, motion carried to approve the demo of houses, waiver of penalty, and grant the demo waiver at 208 and 210 Broadway.

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve 1702 Broadway to build a 15x25 cement pad.

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve 1313 Cottonwood to build a 30x30 cement pad.

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the demo of the house at 1302 Broadway and grant the demo waiver.

Resolution 23-14 Transfer of Funds

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve Resolution 23-14.

Resolution 2023-15 Certifying the 2024 Preliminary Tax Levy

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve Resolution 23-15 Certifying the 2024 Preliminary Tax Levy at \$899,304.00.

Legal Update- Matthew Franzese

Upon motion from Wohlenhaus, seconded by Findlay, motion carried to authorize Franzese to pursue in district court the abatement for the property at 507 12th St N.

Administrator Update

Upon motion from Wohlenhaus, seconded by Rikimoto, motion carried to allow public works to purchase a valve turner.

Adjourned

7:05 pm CDT

ATTEST:

Amy Olson, City Administrator



Jacob Veldhouse, Mayor

MINUTES
Regular Meeting
September 28th , 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, and Findlay.

Absent: Larson Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Wohlenhaus, seconded by Rikimoto, and motion carried, the council approved the minutes of regular meeting on September 14th, 2023, Special Meeting of September 7th as amended and the claims of September 28th, 2023 as presented.

Jon Pauna/Moore Engineering

Jon Pauna updated the council on the feasibility study Moore Engineering is doing on the Water System Improvement plan of replacing the 30,000 lineal feet of ACP water line in town. The Preliminary Estimated cost of the project is \$13,398,650.00. Pauna discussed some grant and loan options.

West Central Initiative Donation Request

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to donate \$550.00 to WCI Annual Fund.

Resolution 2023-17

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the resolution ordering the abatement of conditions constituting a substandard building located at 307 9th street south in the city of Wheaton.

Resolution 2023-18

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve resolution ordering the abatement of conditions constituting a substandard building located at 307 9th Street South in the city of Wheaton.

Land Use Permits

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carries to approve the Land Use Permit for 1405 3rd Ave N - Garage

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve 1301 Broadway- Concrete Patio

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve demo of 205 13th St S with a \$500.00 demo waiver and City Property Tax Assessments removed once the building has been demolished, removed and sewer has been capped.

MINUTES
Regular Meeting
October 12th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, and Findlay.

Absent: Larson Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and motion carried, the council approved the minutes of regular meeting on September 28th, 2023, the claims of October 12th, 2023 as presented.

Snow Removal Bids

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to accept the 2023-2024 Snow Removal bid from Whaley Excavating.

Wheaton Fire Dept Grant Request

Upon motion from Rikimoto, seconded by Findlay, motion carried to have the WFD move forward on hiring a grant writer to apply for a FEMA grant for a new rescue pumper fire truck.

Resignation of Fire Fighter Adam Wilson

Upon motion from Wohlenhaus, seconded by Rikimoto, motion carried to accept the resignation of Fire Fighter Adam Wilson.

2024 Fire Service Contracts

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the Fire Service Contracts with the townships as presented.

Land Use Permits

Upon motion from Rikimoto, seconded by Findlay, motion carries to approve the Land Use Permit for 1305 2nd Ave S.- Gazebo

Legal Update

City Attorney Matthew Franzese updated the council on the abatement process at 207 12th St N. Property owner Shawn Drewicke received a notice to abate nuisance and is appealing. A public hearing will be set for October 26th to discuss further.

Administrator Update

Upon motion from Findlay, seconded by Wohlenhaus, motion carried to approve Amended Resolution 2023-13.

MINUTES
Regular Meeting
October 26th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Rikimoto, and Findlay.

Absent: Larson Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Rikimoto, seconded by Findlay, and motion carried, the council approved the minutes of regular meeting on October 12th, 2023, the claims of October 26th, 2023 as presented.

Public Hearing for Substandard Building

Upon motion from Rikimoto, seconded by Findlay, motion carried to declare the property at 507 12th St N a substandard building as per W.M.C.

Upon motion from Findlay, seconded by Wohlenhaus, motion carried to authorize to abate the nuisance.

Upon motion from Rikimoto, seconded by Findlay, motion carried to stay the abatement until July 13th, 2024.

Upon motion from Rikimoto, seconded by Findlay, motion carried if the abatement is not completed by July 13th, the City of Wheaton will demolish the property.

Resolution 2023-16- Hearing on Proposed City Services Assessments

Upon motion from Wohlenhaus, seconded by Rikimoto, motion carried for hearing on proposed City Services Assessments

Resolution 2023-19- Accepting Donations

Upon motion from Rikimoto, seconded by Findlay, motion carried to accept the funds for the playground equipment.

Land Use Permits

Upon motion from Rikimoto, seconded by Findlay, motion carries to approve the Land Use Permit for 910 3rd Ave N-Fence

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve the permit for 904 3rd Ave n-Cement Pad

Upon motion from Wohlenhaus, seconded by Findlay, motion carried to approve the permit for 15 7th St N to demo house contingent on the recording of the deed with the County.

Administrator Update

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the Holiday Lighting Contest.

MINUTES
Regular Meeting
November 9th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Larson, Rikimoto, and Findlay.

Absent: None Also present: Administrator Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Larson, seconded by Rikimoto and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Rikimoto, seconded by Findlay, and motion carried, the council approved the minutes of regular meeting on October 26th, 2023, the claims of November 9th, 2023 as presented.

Marcy Conroy- Ditch Cleaning

Upon motion from Wohlenhaus, seconded by Rikimoto, motion carried to allow Marcy and Trent Conroy to hire Whaley Excavating to clean out the ditch by the sewer ponds at their expense.

Amendment to Ordinance Nos. 550.7.06

Upon motion from Rikimoto, seconded by Larson, motion carried to approve the amendment as amended changing from six months to one year.

Resolution 2023-21- Supporting Pursuit of 2023 Local Road Improvement Program

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the resolution.

2024 Liquor Licenses

Upon motion from Rikimoto, seconded by Findlay, motion carried to approve the Liquor Licenses and Sunday sales for American Legion Club and Sykoras Rusty Anchor and the Tobacco licenses for Dollar General and Casey's General Store.

Hiring of Rink Manager & Attendants

Upon motion from Larson, seconded by Wohlenhaus, motion carried to hire the following for Skating Rink Attendants as per recommendation from the Personnel Committee:

*Grace Dawson

*Lucas Gahlon

*Raquel Kallstrom

*Hudson Foss

*Aspen Beyer

Asst. Rink Manager:

*Madison Koch

MINUTES
Regular Meeting
November 21ST, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Larson, Rikimoto, and Findlay.

Absent: None Also present: Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Wohlenhaus, and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Rikimoto, seconded by Larson, and motion carried, the council approved the minutes of regular meeting on November 9th, 2023, the claims of November 21st, 2023 as presented.

Resolution 2023-25- Adopting Assessment for Unpaid City Provided Services

Mayor Veldhouse opened the meeting for public comment regarding Resolution 2023-25, a resolution approving special assessments for all unpaid city services for 2022-2023. No members of the public were present. Upon motion from Rikimoto, seconded by Larson and unanimously carried, the council approved Resolution 2023-25.

Resolution

Property Purchase at 308 Broadway

Resident Dan Allen offered the council \$1,500.00 to purchase the property. The council had just established the sale price of \$2,100.00 on October 26th, 2023.

Upon motion from Larson, seconded by Rikimoto, motion carried to close the meeting to discuss the sale price of the property at 308 Broadway pursuant to MN Stat. 13D05 subd 3.3.

Upon motion from Rikimoto, seconded by Larson, motion carried to open the meeting back up.

As a result of the closed meeting, the council decided to counter offer \$1,800.00 sale price. Dan Allen accepted the counter offer. Upon motion from Wohlenhaus, seconded by Rikimoto, and carried, motion approved for sale price of \$1,800.00.

Resolution 2023-22- Designating Precinct and Polling Place

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve the resolution.

2024 Liquor License

Upon motion from Larson, seconded by Findlay, motion carried to approve the Liquor License for Wheaton Liquor Store.

Committee Reports/New Business

Park Board Council Rep Ed Rikimoto stated the Park Board was questioning again as to why they cannot hire and conduct interviews for lifeguards and rink attendants. Attorney Matt Franzese explained again

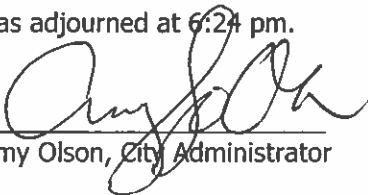
MINUTES
Special Meeting
December 7th, 2023

A special council meeting of the City of Wheaton, MN was held at the Wheaton Community Library with the following members present: Larson, Findlay, Wohlenhaus, Veldhouse and Rikimoto Absent: None. Veldhouse called the meeting to order at 5:00pm.

The special meeting was called to review the 2024 budget and tax levy.

Meeting was adjourned at 6:24 pm.

ATTEST:


Amy Olson, City Administrator


Jacob Veldhouse, Mayor

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to authorize Attorney Franzese to pursue court action to have the garage removed at 307 9th St S, the property belonging to Jason Newman, since he is not in compliance with the abatement resolution.

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to authorize Attorney Franzese to pursue action in District Court for non-compliance on the house at 307 9th St S, the property belonging to Jason Newman.

Administrator Update

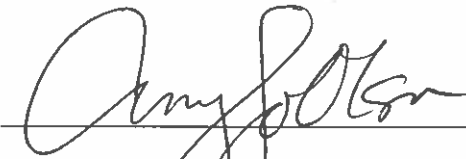
Upon motion from Rikimoto, seconded by Larson, unanimously carried, the council approved Public Works to order a new testing meter for the Sewer Plant.

Upon motion from Larson, seconded by Findlay, and carried, the council regrettably accepts the resignation of Mayor Jacob Veldhouse effective January 11th, 2024, at 12:01 am, and declares a vacancy for the mayor position.

Adjourned

6:46 pm CDT

ATTEST:



Amy Olson, City Administrator



Jacob Veldhouse, Mayor

MINUTES
Regular Meeting
December 28th, 2023

A regular council meeting of the City of Wheaton, MN was held in the Wheaton Community Library with the following members present: Veldhouse, Wohlenhaus, Larson, Rikimoto, and Findlay.

Absent: None Also present: Utility Billing Clerk Olson

Mayor Veldhouse called the meeting to order at 5:00 pm.

Approval of Agenda

Upon motion from Rikimoto, seconded by Findlay, and unanimously carried, the board approved the agenda as presented.

Consent Agenda

Upon motion from Rikimoto, seconded by Larson, and motion carried, the council approved the minutes of regular meeting on December 14th, 2023, Special meeting of December 7th, 2023, TNT meeting of December 14th, 2023, the claims of December 28th, 2023 as presented.

Fire Chief Rick Davis- Dept. Updates

Upon motion from Wohlenhaus, seconded by Larson and unanimously carried, the council approved the requested plan as presented. The plan is to purchase ten SCBA packs with cylinders and RIT pack.

Purchases of Services Agreement

Upon motion from Larson, seconded by Rikimoto, motion carried to approve the purchases of services agreement with Attorney Matthew Franzese for 2024.

Resolution 2023-28- Declaring a Vacancy

Upon motion from Rikimoto, seconded by Findlay, aye from Wohlenhaus, aye from Larson, abstention from Veldhouse, motion carried to approve the resolution declaring a vacancy for the mayor position.

Resolution 2023-29- Selling Real Property

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve the resolution selling real property at 1302 3rd ave S.

Resolution 2023-30- Selling Real Property

Upon motion from Rikimoto, seconded by Wohlenhaus, motion carried to approve the resolution selling real property at 308 Broadway.

Vacancy of Mayor

Mayor Veldhouse turned the meeting over to Vice Mayor Wohlenhaus before exiting the meeting. The council discussed the procedure to take to fill the vacancy of the mayor. Upon motion from Larson, seconded by Findlay and carried unanimously, motion approved to appoint Steven Lundquist as mayor effective January 11th, at 1201 am.