

December 2nd, 2024  
City of Gladstone  
City Council Meeting Minutes  
Gladstone City Hall  
6:00pm – 7:21pm

Present: Darrell Sadowsky, Niki Larson, and Bill O'Connor.

Also present: City Engineer James Kiedrowski and City Auditor Maria Kolling.

The Council reviewed the November 4<sup>th</sup> Council Meeting Minutes.

**Motion to approve the Minutes made by Bill, seconded by Niki, and carried unanimously.**

The Council reviewed the November Bills.

**Motion to approve the November bills made by Niki, seconded by Bill, and carried unanimously.**

### **Public Meeting:**

Conditional use permit for a mobile home in R-1 zoning.

- Joni Peterson was not in attendance. Maria will contact her to see if she would like to be on the January agenda.

### **Sheriff Report:**

Sheriff Lee and Deputy Kaylor were in attendance and had no issues to discuss.

A report was made to the City and the Sheriff's Department shortly before the meeting regarding a dog running loose in town which was thought to be the same Pit Bull involved in the attack incident last month.

Maria stated that the Pit Bull owner did not meet the deadline of December 18<sup>th</sup> to comply with the fencing requirements. Maria will touch base with Christina to determine the next step. Deputy Kaylor requested a copy of the letter be emailed to him.

### **Attorney Report:**

Condemnation Agreement.

- Christina was not in attendance but advised Maria in advance that she hadn't heard back from Tye Turner.

Dog attack incident.

- Christina advised Maria in advance of the meeting that she had not heard back from the State on whether or not the incident is prosecutable.

## Engineering Report:

Park resurfacing project.

- James and Maria have no updates to report.

Water line size issue.

- James advised his office has not been able to start a task order yet, but things are slowing down, and he should be able to start working on this in December.

## Maintenance Report:

Lagoon liner concerns.

- The council was not able to find additional information on the condition of the liner, although Bill stated he went to the lagoon to look and believes overgrown weeds contributed to the bentonite cracking.
- The council discussed including the liner repair in the waterworks project.

Water meter chamber replacements.

- Maria stated that Jim has been rebuilding the old meters found in the shop, which involves replacing the chamber inside the brass housing. The chambers cost around \$21 to purchase from Ferguson and are the main component that determines if they are accurately measuring usage. She said her and Jim discussed updating everyone's meter with a rebuilt one as it is cheaper than purchasing new meters but will still resolve any loss of water issues stemming from old, damaged, or incorrectly installed meters. They suggest the City create a replacement plan that would allow Jim to swap out existing meters with rebuilt ones, then rebuild the ones he removes and put them back into service. It would be a minimal cost to citizens, likely around \$55 per meter.
- She also advised that currently we do not have a charge for repairing frozen meters, or a standard with what to repair with them. Typically, when a meter freezes, the frost plate on the bottom breaks, but sometimes the pressure could push up on the chamber and cause damage; therefore, because the cost of replacement chambers is so low, she and Jim suggest making it standard practice to always replace the chamber and frost plate on frozen meters, as well as charging the citizen \$55 to cover the parts and labor.
- The Council liked both ideas and would like to discuss each one further.

Flag duties.

- Maria advised the Council that Denny is no longer going to take care of the flag duties for the City. She stated the duties include replacing the flags with new ones when they become weathered and lowering and raising them as dictated by the State and for specific holidays. The Council agreed that our maintenance department can take things over.

Paying Denny for filling in at the dump.

- Maria asked the Council if the City should compensate Denny for filling in for Jim at the dump one Saturday in November. The Council agreed he should be paid for his time.

**Motion to pay Denny \$14/hour for his landfill hours was made by Bill, seconded by Niki, and carried unanimously.**

Wage Review for Jim.

- Maria brought to the Council's attention that Jim was hired at \$20/hour to do maintenance work when it was explained to him as turning water on and off occasionally as well as replacing meters as needed, but since he's been working for the City, his maintenance tasks have gone above and beyond what he expected. She said she spoke with him about the initial evaluation happening after three months of employment at which time the Council would consider a pay increase. The Council asked what wage Chris Glass is paid for moving snow and what wage Tony was being paid. They agreed to review it more after his three-month review.

## Old Business:

Old City Hall repairs; MDU meter repair requirements.

- Maria stated she received a call from the MDU tech who was disconnecting the water well pump meter for the winter, and he said they would not be able to reinstall the meter again until repairs are made to enclose the exposed wires. He gave her Brent Wanner's contact information who also works at MDU and can discuss a better option for it to be set up than it is currently if the City was interested in learning more.
- Bill suggests we move everything away from the building so we can stop paying expenses to keep up the heat and such and save money in the long run. Bill also spoke with Brent Wanner who advised him we wouldn't need a pumphouse to do that as everything could be installed on a pole.
- The council agreed we'll need a quote from an electrician to see what the costs would be before a decision can be made. Maria stated we shouldn't need to use the well pump again until we flush sewers next year, so we have some time to decide.

Accuracy testing of existing water meters.

- Maria advised that the five meters chosen to be tested for accuracy have been swapped out and handed over to Ferguson. As soon as she hears back with the results, she will update everyone at the following meeting.

Utility billing position.

- Maria stated the City received two applications for the Utility Billing position which she had provided to the Council to review.
- Niki said she believes Tabitha is the best option being she lives locally and is already trained and experienced.

**Motion to approve hiring Tabitha for the Utility Billing position was made by Bill, seconded by Niki, and carried unanimously.**

- Maria asked what wage she would be paid. Tabitha was in attendance and advised she was just approved for a wage increase up to \$22/hour when she left.

**Motion to approve Tabitha 8-10 hours a week at \$22/hour was made by Bill, seconded by Niki, and carried unanimously.**

#### Christmas Light Parade.

- Maria advised she posted notices about the parade, but the Council has yet to determine the prize amounts, as well as how much money will be allocated to treat bags for kids and the City's float. She reminded the Council that there is \$492.00 left of the donation money from last year, and the City received a donation from the Gladstone Firefighters.
- The Council decided to have one \$200 prize for the winning float in each of the three categories, which totals \$600. Maria said she could put together treat bags for the kids for \$200-\$300 and will spend conservatively on supplies for the City's float, if unable to find donations.

#### **New Business:**

##### Cardboard roll-off for the holidays.

- Maria asked if the City would like to provide a cardboard roll-off for the holidays. The Council remembers The Pub not wanting to split the cost last year and also that the citizens didn't utilize it as much as anticipated the year before, so they declined to get it this year.

##### Beer and Liquor Licenses.

- Applications for Beer and Liquor Licenses were received by the Pub and the Gladstone KC. Christina was not in attendance to verify that both businesses are able to be licensed so Maria will touch base with her to confirm.

**Motion to approve the Beer and Liquor Licenses for the Pub and the Gladstone KC, contingent on Christina's verification, was made by Bill, seconded by Niki, and carried unanimously.**

**Motion to adjourn was made by Bill at 7:21pm, seconded by Niki, and carried unanimously.**

End of November Account Balances:

November Payroll:

General Account: \$ 313,234.79	CD #0832: \$ 52,060.34	Maria: \$ 3,668.00	131.00 hours
- Prairie Dog Fund: \$ 40,870.13	CD #9423: \$ 105,414.79	Timothy: \$ 815.00	40.75 hours
- Legacy Hwy Fund: \$ 5,181.88		Jim: \$ 2,271.00	115.00 hours
Park Account: \$ 49,985.87		Total: \$6,754.00	287.25 total hours
ARPA Account: \$ 24,091.88			

November Bills:

Banyon	\$1,345.00	Utility Billing support
Boss	\$888.96	Toner for the printer
Chad's Auto	\$2,570.04	City pickup repairs (already approved)
CHS	\$84.38	Fuel
Column- Dickinson Press legal notices	\$360.24	Special Elec. Notice, All Oct Min., 2nd Special Elec Notice
Ferguson	\$526.79	Parts to rebuild/repair meters
In-Home Computer	\$112.20	Utility Billing software support
Mackoff Kellogg	\$1,498.08	November services
MGM	\$4,200.40	November garbage service
Midco	\$164.94	November phone and data
One Call	\$6.00	4 tickets @ \$1.50 each
Park Account	\$1,144.47	Oil & Gas
Runnings	\$159.17	padlock, glass cleaner, paper towels, flashlights, batteries, wrench, pliers
Stark County	\$1,000.00	Sheriff Contract
SW District Health	\$25.00	October testing
SW Water	\$3,318.90	565,400 gallons purchased; 366,013 sold. 35% loss, down from 49% in Oct
Visa - Maria	\$839.92	1000 postcard stamps, 500 stamped env., Certified Operator exam fee

--- Meeting Minutes Approvals ---

Auditor

Date

Mayor

Date

December 10th, 2024  
City of Gladstone  
Special Meeting Minutes  
Gladstone City Hall  
6:00pm – 5:04 pm

Present: Darrell Sadowsky, Niki Larson, and Bill O'Connor.

Also present: City Auditor Maria Kolling and Maintenance Manager Jim Leintz.

Well water piping issues/damage and necessary repairs.

- Maria explained to the Council that the piping system in the basement of Old City Hall fell to the ground, likely from shaking loose after pumping water through it the last few days. After it was disconnected from the City water line earlier this year, it no longer had the necessary support to hold it up. She displayed a picture of the fallen piping system on the monitor for the Council and attendees to see.
- Mark Erdman was in attendance and advised he can hear all the water running in the storm sewer behind his rental, so he believes the manhole the water is being pumped into is actually a stormwater sewer. Maria pulled up the City waterworks map which shows that manhole as being a sewer manhole. Bill suggests that when the well water piping system is back online, we run water down it again to confirm where it is going.
- Options to repair the piping system were discussed, some of which would be a temporary fix in order for us to continue using the well water immediately, and others were for permanent solutions. Maria stated it is urgent that something be done to get it back online as soon as possible in order for the City to continue filling the lagoon before it freezes, so if a permanent solution would take too long, a temporary fix will have to happen first.
- The Council and all attendees went to old City Hall to view the piping system in person and continue discussing options, then gathered again at City Hall to finalize a decision.
- The Council agreed that the large portion of the piping system that was dedicated to running well water to the tank could be removed and not included in the repairs.
- Bill will contact Central Mechanical to explain the situation and see if they can send someone to make the repairs tomorrow.

Motion to approve having a plumber evaluate the piping and make the necessary repairs regardless of the cost was made by Bill, seconded by Niki, and carried unanimously.

Motion to adjourn was made by Bill at 5:04pm, seconded by Niki, and carried unanimously.

--- Meeting Minutes Approvals ---

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Auditor

Date

Mayor

Date