

**Minutes of the Regular Meeting of the Bird Island City Council**  
**April 10, 2023 at 7:00 PM**

Council members present: Sander, Leach, Schneider, Prokosch, Engelmann

The regular meeting was called to order by Mayor Sander.

A motion was made by Engelmann and seconded by Schneider to authorize payment of the claims and to approve the minutes from the last regular meeting. Passed unanimously.

2024-2025  
Capital Improvement  
Plan

Matt Miller, Bolton & Menk, Inc., was present to give an update on the Preliminary Engineering Report (PER) and Public Facilities Authority (PFA) funding application for the 2024-2025 Infrastructure Improvements. Changes were made from the original proposal to include storm sewer on Birch Avenue toward the splash pad site. A motion was made by Engelmann and seconded by Leach to approve the PFA application for grant/funding contingent upon Administrator and Maintenance Supervisor's approval. Passed unanimously.

Neubauer/Lingl  
Private Water Line

A private water service line was installed in the early 90s (there first water bill was March of '92) to provide city water to the Neubauer/Lingl properties south east of town outside City limits. These properties are now being serviced through the new connection that was installed during the 2018 water loop project.

Per the home owners request, It was discussed that the purpose of this new connection during the looping project was so the City would be able to utilize the portion of the 2" waterline between the connections as part of their redundant plan with the water loop as an auxiliary line. It would give the City an additional connection to service the homes if the old 10" watermain from 1980 fails at some point in the future.

Previously the properties on the private line paid the railroad company an easement fee because the original connection was on the north watermain and their private water line runs under the tracks, however, the connection was changed to the watermain on the south side of the tracks when the fire hydrant blew off at the Bean Plant a year or so ago.

The railroad is requesting the line be abandoned or will continue to charge an easement fee. The property owners do not feel they should be responsible for this recurring fee as they are not using that water line. The City currently keeps the line active as an auxiliary line in the event the 2018 line needs to be shut down for any reason. Current property owners will sign a declaration of abandonment.

During the discussion it was brought to light that currently there is not a manhole and backwater (RPZ) valve at the connection on the south 8" watermain and in order for the City to use the waterline as it was designed to do a man hole and RPZ valve would need to be put in at the south connection to be in compliance with State law and the City's Ordinance. It was agreed upon that the City would benefit by putting in the man hole and RPZ valve and cover the costs of putting in the new man hole and move the RPZ valve meter & shut off from the manhole at the old connection to the new connection.

A motion was made by Engelmann and seconded by Schneider for the City to take possession of the two-inch line between the ten inch line on the north side of the railroad tracks to the eight inch line on the south side of Highway 212 and get a price to move the RPZ and a new man hole to the line on the south side. Passed unanimously.

Public Works  
Report

Hwy 212 cobra lights have been replaced and should all be working. Tree removal/trimming will take place soon. Sanitary ponds are in good shape. Sump pump inspections will be taking place and residents are reminded to move their discharge hoses to the curb and not connect to the sanitary sewer. The Council was updated on the flooding issues on the south side of town due to County Ditch 66 being frozen.

Equipment Rental  
Fee

A motion was made by Prokosch and seconded by Leach to approve the updated Equipment Rental Fee Schedule. Passed unanimously.

Spring Clean Up	Spring Clean Up for 2023 will be Wednesday, May 3 <sup>rd</sup> from 10 AM to 7 PM and Thursday, May 4 <sup>th</sup> from 7 AM to 7 PM at the City parking lot across from the Municipal Building. A motion was made by Engelmann and seconded by Prokosch to approve the Spring Clean Up dates and procedures. Passed unanimously. City Staff will be taking a half day off on Friday, May 5 <sup>th</sup> for working the extra hours during the clean up.
Age-Friendly MN Community Grant	A motion was made by Engelmann and seconded by Leach to accept \$40,000 from the Age-Friendly Minnesota Community Grant to help construct pickleball courts at the splash pad site. Passed unanimously.
SW MN Housing Partnership	The Council reviewed possible dates for the Southwest Minnesota Housing Partnership workshop. Sander and Ahl will narrow down some dates and send out information to possible participants.
City Office Hour Changes	A motion was made by Engelmann and seconded by Schneider to approve City Hall office hours of 8:00 AM to 4:30 PM, Monday – Friday, to take effect on May 1, 2023. Passed unanimously.
Purchasing Policy Amount Increase	A motion was made by Prokosch and seconded by Engelmann to temporarily increase the amount that department heads have the authority to authorize and/or approve purchases up to \$500 based on appropriations contained in the City’s budget. Passed unanimously. The Council will revisit this policy at the end of the year.
Fire Department Personnel	A motion was made by Engelmann and seconded by Leach to approve the resignation of Todd Manderscheid from the fire department. Passed unanimously. The fire department has openings for 4 more people on their roster. Anyone interested in joining can pick up an application at the City Administrator’s office.
On-Call Maintenance	A motion was made by Prokosch and seconded by Schneider to approve the addition of Merlin Athmann to the on-call Maintenance Department list. Passed unanimously.
MPCA NPDES Permit Compliance Summary	The Council reviewed the annual NPDES Permit Compliance Summary for the reporting period of October 1, 2021 to September 30, 2022. Violations due to parameters missing from submitted DMRs has been corrected by using different testing measures.
Nuisance	The Council discussed a property that has a vehicle being scrapped out parked in their yard. The Sheriff’s Department has been in contact with the owner and the car will be removed soon.
Shipping Containers	The Council discussed residents using Conex boxes or portable shipping containers on their properties for storage. The Administrator will review the City Ordinances and report back to the Council at a future meeting.

Meeting adjourned.  
Tracey Ahl, City Administrator