

# COUNCIL MEETING MINUTES FOR City of Sargeant

## I. MEETING DETAILS

Mayor: Roger Nelson  
Clerk: Jennie Winsky

Date: 5/14/24  
Time: 7:00 PM

Location: Sargeant Community Center  
Street Address: 105 Chestnut Ave  
City: Sargeant  
State: MN Zip: 55973

## II. ATTENDANCE

Position	Name	Present
Mayor	Roger Nelson	<input checked="" type="checkbox"/>
Council Member	Jeremy Jorgenson	<input checked="" type="checkbox"/>
Council Member	Tom Winsky	<input checked="" type="checkbox"/>
Council Member	Dan Zeller	<input checked="" type="checkbox"/>
Council Member	Eric Milburn	<input checked="" type="checkbox"/>
City Treasurer	Diane Linbo	<input checked="" type="checkbox"/>
City Clerk	Jennie Winsky	<input checked="" type="checkbox"/>
City Water & Sewer	Brandon Klocke	<input checked="" type="checkbox"/>
Citizens		<b>3</b>

## III. CALL TO ORDER

- 1) Pledge of Allegiance
- 2) Motion made to accept previous Meeting Minutes – Jeremy Jorgenson
  - (a) 2<sup>nd</sup> Motion – Tom Winsky
  - (b) Vote 4 – 0 Motion carried and passed

## IV. Reports

- 1) Treasurer Report
  - (a) Monthly Report – signed
  - (b) Motion to accept Treasurer report – Jeremy Jorgenson
    1. 2<sup>nd</sup> motion – Dan Zeller
    2. Vote 4 – 0 Motion carried and passed
- 1) Water and sewer Report  
April Report  
Water  
4-6-24  
Drop off water meter for Nutrient, they did not give the city the gaskets.  
Meter Gallons 2028750

4-9-24

Lead and Copper Service Line Check

East Main St

Viola St

Railway Ave NW

West Main St

206 Willow ST SW

4-13-24

Flush Hydrants

Water meter is installed by Nutrient

Locate for 204 East Main St

Sewer

4-2-24

Sample Inflow, I put wrong date in the phone, my mistake, this is the first quarter sample.

4-20-24

Complete DMR

4-21-24

Check ponds for Discharge samples

4-23-24

Pre discharge sample

(a) Monthly Report

(b) Motion to accept Water & Sewer report – Jeremy Jorgenson

1. 2<sup>nd</sup> motion – Tom Winsky

2. Vote 4 – 0 Motion carried and passed

## **V. OLD BUSINESS**

### **1) Water Project Update**

- (a) Michael Novitzki from ISG Engineering provided information/update on water project
- (b) Definition of the water project still needs to be done
- (c) A Preliminary Engineering Report (PER) can be done after project is defined
- (d) PER can cost between \$10k - \$60K depending on project size
- (e) Grants are available to cover PER cost
- (f) Grant money doesn't have to be spent all at once
  - (i) Typically, larger projects are done in phases
  - (ii) There is a time limit on how long you can hang on to the grant money
- (g) Water Asset Plan is complete; schedule a public meeting for review

### **2) Permit request for Randy & Carol Swanson 204 Main St. SE**

- (a) Request for an 8' x 30' wall to go from the residence to the garage
- (b) Drawing attached in Appendix A (at the end of the minutes)
  - 1. Motion made to grant the permit – Jeremy Jorgenson
  - 2. 2<sup>nd</sup> motion – Tom Winsky

### **3) The toilet in the women's room in the community center needs to be replaced**

- (a) Cracks, leaks, and replacement of tank parts leading to replacement
- (b) Mayor to buy a new toilet
  - 1. Motion made to purchase new toilet – Jeremy
  - 2. 2<sup>nd</sup> motion – Tom Winsky

### **4) Pay Bills**

- 1. Motion made – Dan Zeller
- 2. 2nd motion – Jeremy Jorgenson

## **VI. NEW BUSINESS**

## Action Items

1. Animal Ordinance – Dan Zeller
2. Noise Ordinance – Eric Milburn
3. Hazardous Excavation – Roger Nelson
4. Water Project – Roger Nelson
5. Discussion with clean up ordinance violators – Eric Milburn and Roger Nelson
6. Send certified letter for late fees on water bill for 115 Celeste Ave. SW – Jennie Winsky
7. DUNS conversion to SAM.gov – Eric Milburn

## **VII. OTHER ITEMS**

Meeting with Barbara Burkland from Rates and ISG Engineering to go over water project – Monday, 4/22/24 @ 2PM at the Community Center

## **VIII. PUBLIC COMMENT**

## **IX. ADJOURNMENT**

- 1) Next meeting will be on Tuesday, June 11, 2024 at 7PM at the Community Center
- 2) Motion made to adjourn previous month's meeting – Dan Zeller
  - a. 2<sup>nd</sup> motion – Tom Winsky
  - b. Vote 4 - 0 motion carried and passed

Minutes submitted by: Eric Milburn      Print Name: Eric Milburn

## **X. Appendix A**

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Sargeant Randy + Carol Swanson  
204 Main St. S.E.  
Sargeant, MN 55993

Never Co. 1

