

City of Comfrey Minutes
March 4, 2024 at 6:00 PM
Comfrey Community Center

The City Council of Comfrey met in regular session on Monday, March 4, 2024 at 6:00 PM in the community center with all members present but councilor Arnsdorf. Mayor Richter presided. Also in attendance were S Oberloh, J Veerkamp, S Berberich and City Attorney Paul Muske.

The Pledge of Allegiance to the Flag was recited.

The agenda was reviewed.

City Auditor Sara Oberloh was present and reviewed our 2023 financial audit and the opinion was the financial statements fairly represent the financial condition of the city and a clean audit opinion was given. No legal compliance issues. Motion by Evers, second by Redman and carried unanimously to approve the audit.

The February 5, 2024 regular meeting minutes were approved on motion made by Redman, second by Kastner and carried unanimously.

Total bills in the amount of \$93,146.96 were reviewed and approved on a motion made by Redman, second by Evers and carried unanimously.

A resolution expressing acceptance and appreciation for donations to the Comfrey Fire Department from the Fire Relief Association for \$28,897.50 for the purchase of the 2023 Can-Am and from an anonymous donor of \$500 to the city and a memorial donation of \$10 to the First Responders were approved on a motion made by Evers, second by Redman and carried unanimously.

The February financial report was reviewed and approved on a motion made by Kastner, second by Redman and carried unanimously.

Berberich reported he needed to order parts for a chemical pump out at the waste water treatment plant. The energy audit for the municipal building was discussed and put on hold as this time. Mayor Richter is going to look into grants that may be available for energy upgrades.

Fire Chief Berberich reported the 2023 Can-Am Defender for fighting grass fires came in and the department is getting it ready for service.

First Responder Captain Veerkamp informed the council they would be holding their Chili and Soup Dinner fundraiser on Sunday. The group will be training on the new carbon monoxide monitor/sensor in the upcoming weeks.

No library board updates.

No broadband updates. The new round of grants still has not been released.

The coding of ordinances was reviewed one last time and it was noted the Earned Sick and Safe Time policy needed to be added to the code under the policy section. A motion was made to adopt the city code with the update noted for ESST by Redman, second by Evers and carried unanimously. The code will go into effect after it is published. Attorney Muske will get a summary put together for publication.

The council agreed to continue to order a few new Christmas lights each year until all the old ones are replaced with LED decorations. The new lights were budgeted for and included in the bills listing.

Pricing was reviewed for a new 24-foot trailer from Zacs Sales and Service in Sherburn at a cost of \$9,106.06. A motion was made by Redman, second by Kastner and carried unanimously to move forward with the purchase of the trailer and to pay out of the capital equipment fund.

The council declared the old 1990 trailer as surplus property and will advertise for sale by sealed bids for the May meeting on a motion made by Kastner, second by Redman and carried unanimously.

Discussion was had about the city council meeting day and the current schedule of the first Monday of the month conflicts. A motion was made by Kastner, second by Evers and carried unanimously to change city council meetings to the second Tuesday of each month with the first date change taking place for the April city council meeting which will be held on Tuesday, April 9, 2024. The time and location will remain the same.

The community center rental rates were reviewed with a proposed price increase of \$25 per section. The rates have not been increased since 2016. A motion was made by Redman, second by Evers and carried unanimously to increase the rates as follows as of March 15, 2024 for new rentals. Each section including the kitchen will be at a cost of \$75. The use of the kitchen for the day prior to event is an additional \$50, Wedding Receptions \$400, Wedding Receptions and Dance \$600, All other dance with or without alcohol \$400. Local non profits will remain at \$50 and all deposits will remain the same. All rentals currently on the calendar through March 15, 2025 will receive the current rates and any events scheduled after the 12-month period will be at the new rates.

The meeting was adjourned on motion made by Evers, second by Redman at 7:10 pm.