

Regular Meeting Minutes of the McBain City Council January 11, 2021  
held at the meeting room of the fire station, 7:00 pm

Present: Mayor Roberts, D. Heuker, Warren, Heethuis, Lutke, D. Smith, M. Smith, H. Heuker, Mike King, Howard Knapp, Ken Stahl

Absent: Kubiak

Called to Order by Mayor Roberts at 7:00pm

Pledge of Allegiance

Invocation by Smith

- Motion by Lutke, supported by Smith to approve the agenda, approved 5-0.
- Motion by Lutke, supported by Heuker to approve the December 17 and December 29 Special meeting minutes, approved 5-0
- Motion by Heuker, supported by Smith to approve the financials, approved 5-0.

**Treasurer Report:** new computer this week

**Clerk Report:** presented the BS&A proposal for utility billing and city record keeping. Motion by Heuker, supported by Heethuis to approve the purchase for the complete software that has the most capabilities for connecting with our new water system, approved 5-0.

**Zoning Report:** none

**Public input:** Howard Knapp commented on his work with the McBain Rural Agricultural School. He is acting as interim superintendent. He will help with the easements that the city needs for the water project. The search for a new Superintendent and opening the Early Learning Center are a couple of the challenges that the school is facing.

**DPW Report**

- Ice Rink will be flooded Monday.
- New truck is a big help for the crew.
- Water Project Update – meter companies have been researched. The Badger meter company with cellular system seems to be the best choice for comparable cost and warranty.
- DPW needs to replace the I pads that work with GPS system/ Silversmith program. They would like to work with FirstNet to get I pads. Motion by Lutke, supported by Heuker to authorize the DPW Superintendent to continue with the I pad upgrade, approved 5-0.
- Reports on the sewer pond test wells was received and will continue to be monitored.

**Old Business-**no action needs to be taken on the Interlocal Assessor Agreement.

**New Business-**

- Motion by Lutke, supported by Heuker to approve the Christmas gift for DPW workers, approved 5-0.
- Motion by Smith, supported by Lutke to Approve Baird, Cotter and Bishop as our auditor through the fiscal year 2023, approved 5-0.
- The proposed budget for 2021-2022 was presented. Council asked that Scott Hunter come to answer unrestricted fund questions.
- Motion by Heethuis, supported by Heuker to approve the Authorization to Allow Local Residents to Protest in Writing to Board of Review, approved 5-0.
- Motion by Heethuis, supported by Heuker to approve the Poverty Guidelines for Exemption for 2021, approved 5-0.

**Mayor's Report**

- The license agreement has been received so that we can start contacting each property owner for permission to access the building for water line connection. If permission is not granted the property owner will sign to refuse and that releases the city from any further liability in the future for the water connection to that property.
- Motion by Lutke, supported by Heuker to support cost of our Treasurer being a Notary, approved 5-0.
- Easements are being worked on.

**Committee Reports and Recommendations**

- Heuker reported the problems with trying to get a building permit. The process the county has changed to is not working. Construction businesses should not have to wait more than 10 weeks and still not have a permit in hand.
- D. Smith- the utility committee will be meeting. McBain Heritage Days will be held the 3<sup>rd</sup> weekend of July.
- Motion by Lutke, supported by Smith to continue Council meetings at 7:00pm on the 2<sup>nd</sup> Monday and the 3<sup>rd</sup> Thursday of each month for 2021, approved 5-0.
- Lutke will work on Updating the Employee Handbook over the next couple months.

Mayor Roberts adjourned the meeting at 9:00pm.

Marcia Smith,  
McBain City Clerk

Next meeting is January 21, 2021

