

## Special Meeting

The Town of Chester Council held a Special meeting on August 12, 2024, at 6:00 pm.

Members Present: Mayor James Dahlen, Council Persons, Sonja Dahlen, Scott Decker, Rachel Ghekiere, and Jim Sivils

Members Absent: Tina Neer and Garrett Graff

Staff Present:

Ashley Wickum (Clerk/Treasurer)

Guests: Starr Tyler & Adam Munson

### Pledge of Allegiance

1. Mayor James Dahlen called the Public Hearing to order at 6:01 pm
2. Public Comment- None
3. New Business: Opening and awarding of bids for SLIPA Project: There was one bid received, but it is on the computer and with the power outage it could not be printed out. The bid is from Frank Leeds. Tabled until able to print bid.
4. Rachel Ghekiere made a motion to adjourn the meeting. Jim Sivils seconded the motion. The Special Meeting was adjourned at 6:01 pm.

## Budget Hearing

The Town of Chester Council held a Budget Hearing meeting on August 12, 2024, at 6:00 pm.

Members Present: Mayor James Dahlen, Council Persons, Sonja Dahlen, Scott Decker, Rachel Ghekiere, and Jim Sivils

Members Absent: Tina Neer and Garrett Graff

Staff Present:

Ashley Wickum (Clerk/Treasurer)

Guests: Starr Tyler & Adam Munson

1. Mayor James Dahlen called the Budget Hearing to order at 6:01 pm
2. Public Comment: Starr Tyler wanted to know why Terry Tyler only received a \$1.10 raise as he hasn't received his evaluation. Mayor Dahlen stated that he has had an evaluation completed but he hasn't gone over it with Terry Tyler yet. Starr Tyler stated that she has a right to the information. Clerk/Treasurer Ashley Wickum asked if the meeting should be a closed meeting if personnel performance was going to be discussed. Mayor Dahlen stated that he would like to talk to our Attorney before answering. Council Person Scott Decker stated that the performance evaluation has been completed. Starr Tyler informed the council that she was recording the meeting.
3. New Business: Budget Hearing- No comments on the Budget
4. Sonja Dahlen made a motion to adjourn the meeting. Scott Decker seconded the motion. The Budget Hearing was adjourned at 6:05 pm.

## Regular Meeting

The Town of Chester Council held the Regular Scheduled Council meeting on August 12, 2024, at 6:05 pm.

Members Present: Mayor James Dahlen, Council Persons, Sonja Dahlen, Scott Decker, Rachel Ghekiere, and Jim Sivils

Members Absent: Tina Neer and Garrett Graff

Staff Present:

Ashley Wickum (Clerk/Treasurer)

Guests: Starr Tyler & Adam Munson

1. Mayor James Dahlen called the regular meeting to order at 6:05 pm
2. Correction to Line # 3 under new business, should read north not nor, and line #4 should read the not they. Clerk/Treasurer Ashley Wickum will make these corrections. Sonja Dahlen made a motion to accept the minutes of the Regular Council Meeting, July 10, 2024, Special Preliminary Budget Building meeting, July 16, 2024 and Special Preliminary Budget Approval Meeting, July 16, 2024 with a corrections listed above. Scott Decker seconded the motion. Motion to approve the minutes passed with all voting ayes.
3. Claims were presented to the council for approval. Ashley Wickum informed the council that she has added a claim for Tesla Kantorowicz for lifeguard certification, the checks for Lakeside, PEC and RPA will be held until ARPA funds are received. The filter media test invoice is on the claims for this month. Jim Sivils inquired about the results of the filter media. Ashley Wickum reported that the results did come back within specs. Jim Sivils would like to see the results and Ashley Wickum will send them to the council when the power comes back on. Jim Sivils asked if the pool is closed, and it is, last day open was 8/11/24. Sonja Dahlen made the motion to approve the claims submitted for payment. Ck # 20385-20416 & 20420, electronic payments --99972 & Payroll Advances Ck #20417-20419. Rachel Ghekiere seconded the motion. Motion to approve claims passed with all voting ayes.
4. The council reviewed the adjustments and journal entries made in July. Sonja Decker made the motion to approve the JV & Adjustments. Scott Decker seconded the motion. Motion passed with all voting ayes.
5. Public Comments: Starr Tyler addressed the Mayor and council as a concerned citizen. She would like to suggest that the council utilize the training provided by the Local Government Center at MSU. She believes that no one has attended these classes. Mayor Dahlen and Rachel Ghekiere both attended classes provided by the Local Government Center. Jim Sivils stated that he has done a training online. Starr Tyler gave a letter to the Mayor and a copy to the clerk for any of the council to read. Starr Tyler's main concerns are about things said to the Public Works Director, Terry Tyler, that the council is micromanaging him and that the Mayor is not supporting him. Sonja Dahlen asked for examples and why Terry Tyler hasn't addressed this himself. Starr Tyler gave examples that are listed in the letter and stated that the council is supposed to address the Mayor and then the Mayor address the Public Works Director and this isn't being done. Starr Tyler stated that the Mayor has talked to other staff members about

Terry Tyler's performance. Scott Decker wanted to know if these concerns were because of Terry Tyler's evaluation. Starr Tyler stated it isn't. She stated that the council cannot talk abusively to Terry and that the Mayor needs to shut it down. Mayor Dahlen stated that he feels he has when he felt like it needed to be.

6. Sheriff's Office Report: was provided to the council.
7. New Business:
  1. Approval- Resolution #04-2025 Fixing Mills FY 2024-2025: Rachel Ghekiere made the motion to approve Resolution #04-2025 Fixing Mills for FY 2024-2025. Sonja Dahlen seconded the motion. Motion passed with all voting ayes.
  2. Approval- Resolution #05-2025 Adopt FY 2024-2025 Final Budget: The only updates to the final budget was correcting the estimated wages for David Lindsey and Crockett Burrows on payroll sheet to reflect the increase of one more test, corrected estimated revenue in general fund for taxes based on mill levy, and adjusted expenditures in general fund to balance, updated the Lions Park revenue and expenditure. Updated gas tax revenues to include estimated interest and increased chipseal project expenditure by the same amount. Sonja Dahlen made the motion to approve Resolution #05-2025 Adopt FY 2024-2025 Final Budget as presented. Scott Decker seconded the motion. Motion passed with all voting ayes.
  3. Approval- Assessment Letters to Department of Revenue: Lights and Street Maintenance: Rachel Ghekiere made the motion to approve the Assessment Letters to Department of Revenue for Lights and Street Maintenance assessments remaining the same. Jim Sivils seconded the motion. Motion passed with all voting ayes.
  4. Approval – Letter adding delinquent water/sewer/garbage and mowing to taxes: Delinquent water/sewer/garbage/mowing bills were presented to the council. These will be added to the November taxes. Scott Decker made the motion to add delinquent water/sewer/garbage/mowing bills to taxes as presented. Rachel Ghekiere seconded the motion. Motion passed with all voting ayes.
  5. Approval – Engagement for year-end services: Craig Shepherd. Rachel Ghekiere made the motion to approve the engagement letter for year end services with Craig Shepherd. Sonja Dahlen seconded the motion. Motion passed with all voting ayes.
  6. Approval Building Permit:
    - Cory Decker- New construction, house and garage – 527 Patrice Ave
    - Adam Munson- Fence – 146 1<sup>st</sup> Street East
    - Ricky Maan- Concrete Slab- 130 West Van Buren AvenueBuilding permits were presented to the council. Cory Decker is building a new house and garage. He will connect to water and sewer. Question about Yvonne Ave and Adams Street having access to his property. Adam Munson presented the council with his building plans for a fence. He will not block the view at the intersection as it will be 45-degree corner at the S/E corner. He plans to use old railroad ties as his posts and is using hogwire in between so it is not a privacy fence. He would like to pour a sidewalk on the south side too at some time. Adam Munson inquired about how deep his service line might be, but the town doesn't keep records on service lines. CJ Maan is pouring a cement slab in front of his house. Sonja

Dahlen made the motion to approve the building permits as presented. Rachel Ghekiere seconded the motion. Motion passed with all voting ayes.

Adam Munson left the meeting.

- 8. Old Business: Mayor Dahlen stated that we are still waiting for additional information on the American Legion flag. Scott Decker asked if we had an update on the Floodplain permits. Ashley Wickum gave an update of her meeting with DNRC. She will continue to work with the floodplain permits. The County is in the process of finishing the quick deed to transfer ownership of the sewer lagoons and the water treatment plant and holding ponds to the Town. Mayor Dahlen updated the council on the sewer project and the deposit of seed husks that were found in the lagoon. It is highly likely that it is camelina, and from the old Bio Plant. It would cost about \$90,000 to have it hauled and disposed of. Wanken's are okay with having it land applied with the other sludge, as long as all testing comes back ok. The town will need to inspect the bio plants line to see if there are any seed remnants left and decide what to do with the line.
- 9. Mayor Report/ Additional Agenda Items: none
- 10. PWD update: Public Works Director Terry Tyler was not present.
- 11. Clerk update: Ashley Wickum updated the council that she will be out of the office the afternoon of August 13th, and all-day August 14th & 15th.
- 12. Council: Scott Decker inquired about the filter media report and Ashley Wickum will send the information to the council.
- 13. Rachel Ghekiere made a motion to adjourn the meeting. Sonja Dahlen seconded the motion. The meeting was adjourned at 7:02 pm.

Submitted by \_\_\_\_\_ Approved by \_\_\_\_\_  
 Clerk Mayor