

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville City Hall
December 13, 2011**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL –Mayor King called the meeting to order on December 13, 2011 at 7:00 pm. Present: King, RHanson, Stensrud and JHanson. Miller-Beach arrived at 7:26. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer, Fire Chief Wolf and City Clerk Roeder.

III. APPROVAL OF AGENDA –

Motion by RHanson, second by Stensrud to approve the agenda. Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES

RHanson commented that Mayor King's vote on the DEED Grant was not recorded.

Motion by RHanson, second by JHanson to approve the November 22, 2011 minutes as amended. Unanimously approved.

Motion by Stensrud, second by RHanson to approve the December 6, 2011 minutes. Unanimously approved.

V. FINANCE AND BUDGET

A. Accounts Payable –

Motion by JHanson, second by Stensrud to approve the accounts payable listing. Unanimously approved.

VI. PRESENTATIONS/PUBLIC HEARINGS

VII. ORDINANCES/RESOLUTIONS

A. 2012 Feasibility Study and Calling for Hearing- City Engineer, David Strauss appeared before Council to present the Feasibility Report for the proposed 2012 Street Projects. Strauss noted that the area to be considered was 2nd St. & 3rd St. SE from 2nd Ave. to 4th Ave. SE and 3rd Ave & 4th Ave SE from Hwy 30 to 4th St. SE. Strauss noted that a geotechnical evaluation concluded that the existing roadway is in fair to poor condition. He stated that ratings developed from the CCTV showed that the sanitary sewer is not in adequate condition and should be replaced. He reminded Council that there is very little storm sewer in this area. Due to freezing temperatures, water main hydrant flow tests were not conducted. Like most areas of town with a 4-inch iron watermain, hydrant flows would most likely indicate that the existing water mains in this section would not meet the ISO standard for fire protection. Strauss stated that a decision would need to be made on existing and new sidewalks. Strauss noted that the project cost was 1.5 million with the accessible cost being \$160,000 and City share 1.3 million.

Stensrud indicated that we didn't want water sitting in the streets and hoped that storm drainage would work with the slope of the land, etc. RHanson questioned why 2nd St. between 4th & 5th Ave (St. Bernard's block) wasn't included in the project. Strauss stated that access to the church was a concern and that the street could be included when 5th Ave. SE was completed. JHanson stated that she wasn't in favor of any assessable project, noting that she doesn't believe the assessment policy is fair. She also questioned the city's contribution to this project and the Schumann Business

Park Phase 2 project, noting that she was concerned about where the money would come from. King stated that he felt that the citizens affected by the project should be able to hear the details and comment on whether they would be in favor or not of a project.

Motion by RHanson, second by Stensrud to approve Resolution 2012-34, A Resolution Receiving the Feasibility Study and Calling Public Hearing on 2012 Street & Utility Improvements (2012 CIP). Voting in favor: RHanson, Stensrud and King. Voting against: JHanson. Motion carried.

B. Resolution Accepting MnDOT Grant for Bike/Ped Trail – City Administrator Schimmel announced that MnDOT has agreed to award funding in Fiscal Year 2015 for a new pedestrian/bike trail adjacent to Hwy #63 from the Root River Bridge to 20th St. He noted that the funding was for 50% of trail costs up to a maximum of \$50,000.

JHanson asked how soon the City would start spending money on design costs, etc. She stated that she was concerned that we would acquire expenses with the possibility of the State not having the funding in 2015 for the project. Schimmel stated that the money was as secure as MnDot knows with the dedication of grant dollars. He stated that the State has requested meetings in January to start the design/development of the trail, noting that actual construction would not happen until 2015.

Motion by RHanson, second by JHanson to approve Resolution 2012-35, A Resolution Accepting the MnDOT Municipal Agreement Solicitation Program Grant Award for Fiscal Year 2015. Unanimously approved.

VIII. MOTIONS AND GENERAL BUSINESS

A. Library Page Approval – The Library Board is recommending the replacement hiring of the page position. They are recommending two candidates to fill the part-time position. The employees would start at the beginning of the position's assigned wage classification which is \$9.22/hr. with no benefits attached. It was also recommended that upon a successful annual performance a one-step adjustment be given.

Motion by JHanson, second by Stensrud to approve the hiring of Grace Menchaca and Sam Edge. Unanimously approved.

B. Warming House Attendants –Seven applications have been received and staff is requesting that we get approval to hire all seven , due to having to work around work schedules, etc. It was noted that background checks have been completed. Applicants are: Tyler Carrigan, Steve Chopp, Zach Hatcher, Kent Larson, Corbin Montgomery, Brett Neubauer and Dug Spiotta.

Motion by RHanson, second by JHanson to approve the warming house application as submitted. Unanimously approved.

C. Striker's Corner Revolving Loan – The Finance Committee has reviewed the application from Morrie & Phyllis Schutz to purchase a heating/air unit for Striker's Corner. It was noted that the loan amount was \$6,730 for 5 years at 3%.

Motion by RHanson, second by Stensrud to approve the loan as requested. Unanimously approved.

Councilmember Miller-Beach arrived at 7:26.

D. People Service Contract Renewal Amendment for 2012 – Staff has met with Herb Kruger, regional manager to discuss a one year extension of the contract. During the upcoming year the Finance Committee would like to investigate the possibility of the City taking over the daily operations of the treatment plant. The Finance Committee is recommending the one year amendment for 1012 in the amount of \$231,972.00.

Motion by Stensrud, second by JHanson to approve the Peoples Service Contract Amendment. Unanimously approved.

E. 2012 Liquor License Approvals - Renewal applications have been received by:

American Legion – Club On Sale/Sunday
Ambassador Liquor – Off Sale
Down Under Bar – On Sale/ Off Sale, Sunday/2AM
Fareway Foods – 3.2 Off Sale
Riverview Greens – On Sale/Sunday/2AM
Striker’s – On Sale/Off Sale/ Sunday/2AM
Skip & Dale’s – On Sale/Off Sale/Sunday/2AM
Kwik Trip Stores #414 & #803 – 3.2 Off Sale

JHanson questioned City Ordinance Chapter 4 Alcoholic Beverages. She stated that she had looked the ordinance up on the City’s website and that there were sections related to granting of licenses after a second violation of the ordinance. Roeder stated that an ordinance relating to compliance checks and penalties had been adopted but that the ordinance codification hadn’t occurred as we have been updating some of the larger ordinance (Subdivision/Zoning) these past two years. JHanson stated that it wasn’t her intent to not approve the license renewals but wanted to make sure the City was following the ordinances. Roeder outlined the ordinance relating to compliance checks, noting the penalty schedule of 1st offense \$250 fine, 2nd offense \$500 fine and 3rd offense \$1,000 fine plus suspension and/or revocation. Roeder stated that Chapter 4 Alcohol Beverages was one of the ordinance that needed revisions due to the age of the ordinance, etc. Schimmel noted that codification of ordinances occurred as needed.

Motion by RHanson, second by Miller-Beach to approve the applications as submitted. Unanimously approved.

F. Cigarette License - Renewal applications have been received by:

Casey’s General Store
Fareway Stores Inc.
Kwik Trip Stores #414 and #803

Motion by Stensrud, second by Miller-Beach to approve the applications as submitted. Unanimously approved.

G. Capital Equipment Purchases- As per the 2011 Capital Equipment Plan, Public Works Director Stevens has received quotes for a pickup truck and black top planer. The Public Works Committee is recommending the purchase of the black top planer from Bobcat - \$7,739.70. The Public Works Committee was unable to agree on a recommendation of the pickup truck. Low bid was House Chev - \$21,000.

Motion by RHanson, second by JHanson to approve the purchase of the black top planer from Bobcat - \$7,739.70. Unanimously approved.

JHanson stated that she would like discussion on whether or not a truck was needed. She noted that there was only 72,000 miles on the truck to be traded in and although it did show signs of

rusting, there have been no maintenance problems. She also questioned whether a smaller truck would be more appropriate.

King stated that a larger truck is needed as we do haul and pull things with this truck. He stated that for \$1,000 more we can buy a new truck vs a used truck and reminded Council that this purchase is in the budget. He also noted that the CEP schedule on this truck could possibly be stretched out from 7 to 10 years if we purchase a new truck.

RHanson stated that the current truck is 10 years old and with the \$10,000 trade-in price he felt it was a wise decision to go with the low bid from House Chev.

Stensrud stated that he was concerned about the condition (rust) and questioned whether we would get as good of a trade-in price if we waited a few years and the rust got worse.

Miller-Beach questioned the trade-in amount if we purchased a used vehicle. Stevens stated he didn't negotiate a trade-in price as the purchase price was high.

Motion by RHanson, second by Miller-Beach to approve the truck purchase from House Chev - \$21,000. Voting in favor: RHanson, Miller-Beach, Stensrud and King. Voting against: JHanson. Motion carried.

IX. MAYOR, STAFF AND CONSULTANTS REPORTS

A. Mayor – King commented on the following:

- Sympathy to the families of: Brenda Grabau, Lornice Amos, Jodi Daniels, Alfred Schroeder, Bob Nickum, Donna Roeder, Tracy Gusa, Fr. Leroy Eikens and June Wilson
- Stewie Christmas – Saturday Dec 17th -7:00 pm. High School PAC
- Winterfest 2011 – Thanks to the Chamber of Commerce for putting on a wonderful event for our citizens. The parade, tree lighting and tree festival was enjoyed by hundreds! The City Float won 1st Place – Thanks to all the employees who worked on the float.
- Congratulations to the following businesses who have been acknowledged by the Chamber for their years of service in our community:
 - 20 years – Rochester Medical and Geotek
 - 25 years – Dahl Copiers and American Family Insurance
 - 30 years – Tri-County Plumbing and Heating
- Congratulations to Kevin Koenigs for receiving the Mayor's award for his dedication to STEW19! Kevin is very deserving of this award and he will be missed!
- Congratulations to Chuck Murphy for receiving the Mayor's Community Service award. Chuck always worked towards the betterment of Stewartville – not just as Mayor but behind the scenes for those who needed help.
- Talked to someone on the phone last night and assured him that our citizens have been nice – expect a visit from Santa Claus soon!!

B. Administrator–

- City Float – thanks to all employees who help on this – time and material was donated!
- The Senate Bonding Committee will be visiting the Fire Hall on Dec 15th.

C. Finance Director –

- Will be starting the process of selling the old Heartland bus.

D. Public Works Director –

- Final street sweeping is finished
- Fishing deck almost complete

E. Library Report – No report

F. Fire Chief-

- Monthly November report
- Fire Dept calendars for sale - \$10

X. COMMITTEE, COMMISSIONS AND BOARD REPORTS

- Care Center- No report
- Chamber of Commerce –No report
- City Beautification/Mn Design Team – Miller-Beach apologized to Council for not disclosing that Freshwater Design was her brother in law. She stated that it was not her intent and that she was caught up in the excitement of the final stage of the banner project.
- EDA/HRA - Minutes of Nov 15th
- Emergency Operations Task Force – Meeting will be set to review the quotes.
- Finance- minutes of Dec 2nd
- Heartland Express- Ridership Update
- Library- No report
- Park Board- No report
- Personnel- No report
- Public Safety/Safety Committee –
 - Deputy Satzke reported that we had two alcohol compliance check failures.
 - RSG minutes of Nov 15th
- Planning & Zoning – No report
- Public Works- No report
- RAEDI- No report
- ROCOG- Minutes of Oct 19th
- SCCC/STEW19 –No report

XI. COMMUNICATIONS

A. Yaggy Colby Assoc. - Highlights

XII. RECOGNITION OF GUEST(S) OPEN MIC - None

XIII. ADJOURN – Motion by Miller-Beach, second by JHanson to adjourn. Unanimously approved.

Respectfully submitted,

Cheryl Roeder
City Clerk