

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville City Hall
June 28, 2011**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL –Mayor King called the meeting to order on June 28, 2011 at 7:00 pm. Present: King, RHanson, Miller-Beach, Stensrud and JHanson. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens and City Clerk Roeder.

III. APPROVAL OF AGENDA

Motion by RHanson, second by Miller-Beach to approve the agenda. Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES

Motion by Stensrud, second by RHanson to approve the meeting minutes of June 14, 2011. Unanimously approved.

V. APPROVAL OF ACCOUNTS PAYABLE

Motion by RHanson, second by Stensrud to approve the accounts payable as submitted. Unanimously approved.

VI. ORDINANCES/RESOLUTIONS

A. 2011 CIP Bids – 1st Ave. SE – Tim Hruska, WHKS & Co. appeared before Council to present the bids for the 1st Ave. SE project. Hruska recommended awarding the bid to Blitz Construction as the low bidder with a total bid cost of \$626,521.82. He noted that this was below the engineer's estimate.

Motion by Miller-Beach, second by Stensrud to approve Resolution 2011-12, A Resolution receiving Bids and Awarding the Contract for the 2011 Street and Utilities Improvements – 2011 CIP. Unanimously approved.

Hruska also presented an amendment to the WHKS & Co. contract for additional charges of \$6,000 for the watermain plans and specs along 6th St. SE and \$2,000 for the subdrain plans and specs.

Motion by RHanson, second by Stensrud to approve Amendment #1 for Professional Services from WHKS. Unanimously approved.

B. MnDOT Grant Applications – Administrator Schimmel presented three grant applications for MnDOT's Municipal Agreement Solicitation Program 2014-2015, which is a cooperative program to provide a mutual benefit to local communities and to the trunk highway system. Schimmel outlined the three grants:

- Shared-Use Path: Connecting the sidewalk on the east side of Highway 63 from the DQ, north to the Co Rd 20 NE intersection all of which will be within State Right-of-Way.
- Pedestrian Crosswalk Safety Flasher System: A newer improved flashing light system that will bring more attention to the crosswalk at the intersection of Hwy 63 and 4th St. SE/SW within the downtown business area corridor.
- Crosswalk Identification Improvements: Enhancing the identification characteristics of three intersections – Hwy 63/Co Rd 6, Hwy 63/4th St. SE/SW and Hwy 63/Hwy 30.

Schimmel stated that grants all need Council approval by Resolution.

Motion by RHanson, second by JHanson to approve Resolution 2011-13, A Resolution Supporting Improvements To Safety Along Hwy 63 and Requesting Funding from MnDOT Through the Municipal Agreement Solicitation Program 2014-2015. Unanimously approved.

Motion by JHanson, second by Miller-Beach to approve Resolution 2011-14, A Resolution Supporting Improvements To Safety Along Hwy 63 and Requesting Funding from MnDOT Through the Municipal Agreement Solicitation Program 2014-2015. Unanimously approved.

Motion by Stensrud, second by Miller-Beach to approve Resolution 2011-15, A Resolution Supporting Improvements To Safety Along Hwy 63 and Requesting Funding from MnDOT Through the Municipal Agreement Solicitation Program 2014-2015. Unanimously approved.

C. Performance Measures – State Auditor – Neubauer presented information received from the State Auditor's Office regarding tools to be used to help balance budgets. She noted that if the City Council elected to approve the resolution adopting performance measures the City will be eligible to be reimbursed \$.14 per capita in aid (approx. \$833) and the ability to waive levy limits for 2012 if Council deems necessary. The requirement of this program is to conduct a community performance survey to receive feedback and establish benchmarks for city provided services. City staff would prepare the survey which could be placed on the website, STAR or mailed to residents.

JHanson questioned the levy limits. Neubauer stated that the State sets our levy limit based on population and growth. JHanson stated that the survey would be beneficial but did not like the levy limit exemption. RHanson stated that the levy limit did not concern him as he felt that the Council was already conscious of the budgeting process. However, he was concerned that the survey would cost more than \$833. Neubauer stated that a mailing would cost approximately \$1,000. Stensrud stated that raising the levy limit may allow us to go ahead with some of our future projects.

Motion by King, second by Stensrud to approve Resolution 2011-16, A Resolution Adopting Performance Measures. Voting in favor: King and Stensrud. Voting against: RHanson, Miller-Beach and JHanson. Motion failed.

VII. PRESENTATION/PUBLIC HEARING

VIII. MOTIONS AND GENERAL BUSINESS

A. TIF Priorities – The EDA has reviewed the priority ranking of the proposed TIF projects for Redevelopment Dist #2 that had been received and narrowed them down to four projects:

- Park & Ride
- Construction of 2nd Ave. SW from 6th St. to Fire Hall
- Acquisition/demolition – Olson property
- Buy down/acquisition/demolition – Cabins

RHanson noted that the EDA rated all projects and that there were a couple of ideas that were not eligible for TIF dollars. It was his opinion that we need to get costs on the projects first before a decision could be made. Stensrud stated that a couple of Councilmembers were not listed on sheet and wasn't sure if they didn't submit ideas or if they were not TIF eligible. He stated that he would like research done on the projects prior to approval. He questioned whether a survey should be done for the Park & Ride and would also like to see development plans of the properties before they are

acquired. He noted that the City hasn't had luck in the past with selling property once we've purchased it. JHanson stated that she didn't remember seeing the survey. She agreed with Stensrud about researching each project further. She wasn't in favor of using downtown property for a Park & Ride. She also noted that the City shouldn't be in the development business and should let relators/developers handle this. Miller-Beach stated that she was in favor of the Fire Hall project but wasn't in favor of the other three. She indicated that she would like to use the money for something more inspiring. Mayor King stated that he liked all four of the projects and thought the Council should look at the positives of each project. After considerable discussion JHanson questioned whether the Council could have a one hour workshop.

Motion by JHanson, second by Miller-Beach to schedule a workshop to discuss the TIF Priorities. Voting in favor: JHanson, Miller-Beach and Stensrud. Voting against: King and RHanson. Motion carried.

Council discussed the date for the workshop.

Motion by Stensrud, second by RHanson to rescind the motion to hold a Council Workshop. Voting in favor: Stensrud, RHanson and King. Voting against: JHanson and Miller-Beach. Motion carried.

Motion by Stensrud, second by RHanson to have a joint meeting with the EDA on July 19th. Voting in favor: Stensrud, RHanson, Miller-Beach and King. Voting against: JHanson. Motion carried. JHanson stated that she was unavailable and wouldn't be able to attend.

C. Workshop Update – Goals/Projects- Council briefly discussed the June 22nd workshop. Stensrud stated that his concerns with the upkeep of city property was taken care of and thanked the Public Works Dept. RHanson stated that Public Works Director Stevens should review the CIP list and update as needed. Miller-Beach discussed enhancements in the downtown area and the need to budget for these. She stated that she felt the majority of the Council is committed to the Fire Hall project.

IX. MAYOR, STAFF AND CONSULTANTS REPORTS

A. Mayor – King commented on the following:

- Sympathy to the families of: Paul Hass, Charles Kaun, Helen Olson, Richard Hain and Gerald Jacobson
- Congratulations to Cathy & Jim Nosbisch – 50th Anniversary
- Summerfest 2011 – Old Fashioned 4th of July! It's three days of fun events for everyone. Check the STAR or Chamber website for a listing of all activities and starting times. Lots of hard work is going into this weekend and a huge thank you goes out to all the volunteers who are making this weekend possible! Let's open our arms to the thousands of visitors that will be coming to Stewartville and be PROUD of our community!
- Thanked Public Works Dept. for all their hard work on making things look grand for our community!

B. Administrator– Reported on the State shutdown and how it will affect our traffic light project.

C. Finance Director – July is budget time. Request forms will be sent out to all Councilmember and Dept. Heads

- D. Public Works Director –Reported:
- Storm sewer project – Fairway Crt N
 - Working on STAR blvd area
 - Getting ready for Summerfest
 - Musco has started on the ballfield lights

Miller-Beach thanked Dan Harris for his hard work on getting the pool ready for the summer.

- E. Library Director - Reported on the 4 major projects accomplished so far: Overdrive – Technology Conference – Bathroom Remodeling – Wireless Internet
- F. Fire Chief - No report

X. COMMITTEE, COMMISSIONS AND BOARD REPORTS

- Care Center- No report
- Chamber of Commerce – No report
- City Beautification/Mn Design Team – No report
- EDA/HRA - Minutes of June 21st
- Emergency Operations Task Force – No report
- Finance- No report
- Heartland Express- Transit shut down. City does have \$12,000 in reserves that could be used to continue operation until July 31st. Letter should be sent to Grisim Bus regarding 30 day notice if the State should continue to be shut-down past July 31st. New bus will not be affected.
Motion by JHanson, second by Miller-Beach to send the 30 day notice letter to Grisim Bus. Unanimously approved.
- Library- No report
- Park Board- No report
- Personnel- No report
- Public Safety/Safety Committee – No report
- Planning & Zoning – No report
- Public Works- No report
- RAEDI- No report
- ROCOG- No report
- SCCC/STEW19 – No report

XI. COMMUNICATIONS

- EDA Chair Correspondence
- State of MN Shut-down
- Peoples Service – May Report

XII. RECOGNITION OF GUEST(S) OPEN MIC

Tim Bartsch – 517 Georgetown Drive – commented on the proposed 6th St. sidewalk project. Doesn't feel there is a safety issue. Concerned with this taking up a lot of his backyard space. Also commented on WiFi at Library. Are there filtering controls – Johnson replied there were. King thanked Bartsch for bringing his concerns forward.
Don Steigerwald – Students did a great job on the mural and the flowers on Main St. look very good!

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

Respectfully submitted,

Cheryl Roeder, City Clerk