

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville City Hall
October 11, 2011**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL –Mayor King called the meeting to order on October 11, 2011 at 7:00 pm. Present: King, RHanson, Miller-Beach, Stensrud and JHanson. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer and City Clerk Roeder.

III. APPROVAL OF AGENDA –

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

IV. APPROVAL OF COUNCIL MEETING MINUTES

Motion by RHanson, second by JHanson to approve the September 27, 2011 as minutes. Unanimously approved.

V. FINANCE AND BUDGET

A. Accounts Payable –

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

B. 3rd Quarter Financial Report- Finance Director Neubauer presented the 3rd Quarter Financial Report ending Sept. 30th. She noted that in most areas, percent of budget should be no more than 75%. She pointed out that revenues will be much lower than 75% as we have only received the first half of the property taxes and LGA payments.

VI. PRESENTATIONS/PUBLIC HEARINGS

A. Commercial Drainage Study – City Engineer, David Strauss appeared before Council to present the Commercial Drainage Study. The City recently made revisions to our ordinances that affect the development of land within the city. One of the changes is a storm water rate control requirement that obliges development to maintain a rainfall runoff “net-zero” impact. The intent of the requirement is to protect both private and public infrastructure from damage. Most areas in the City that were developed in the last decade were designed to meet this requirement before it was even officially established. A unique challenge exists in meeting the requirement in some of the existing commercial/manufacturing zoned areas that are not fully developed yet.

Strauss noted that the scope of the study was the Tebay Industrial Park. He stated that there were three main watersheds within this area. He indicated that it was most cost effective to locate detention ponds at the lowest point in the watershed it serves because it minimizes the number of ponds that need to be constructed and maintained. He noted that in prime locations development /buildings may already be constructed, thereby eliminating it as a potential site. Strauss presented a mapping showing potential pond locations and stressed that this should be referred to as development continues.

Miller-Beach asked if we were able to construct a regional pond. Strauss stated that if the land wasn't already developed it would be feasible but created a challenge at this time, due to the three watersheds and the land already being developed.

B. Public Hearing - Modification of TIF Plan Redevelopment District #2 – Mayor King closed the meeting and opened a public hearing to consider the modification of Redevelopment District #2. Neubauer stated that the purpose of the modification is to recognize the additional tax increments that will be received and to amend the budget to reflect the additional eligible tax increment projects. She noted that letters regarding the modification had been sent to the Stewartville School District and Olmsted County as required by State Statute. No comments were received from the two entities. Neubauer went on to explain eligible projects from TIF, noting that TIF receipts can only be used for acquisition, demolition, infrastructure and site improvements. She explained that we are not able to use TIF for municipal buildings, whether it's acquisition, construction, renovation or operation/maintenance.

Mayor King asked if there were any questions or comments from the public. Dave Nagel commented on vehicles using the proposed 2nd St. SW and fire hall driveway to "race" thru. King closed the public hearing.

RHanson questioned on whether Council should consider 2nd St. as a one-way. Schimmel replied that plans showed a two way with a west side parking lane and that with the cul-de-sac at the end, vehicles shouldn't be using the driveway.

Miller-Beach questioned parking on the street. Schimmel stated that the school actually preferred parking on the west side so that cars could act as a buffer.

VII. ORDINANCES/RESOLUTIONS

A. Resolution Approving Modification of TIF Plan Redevelopment District #2.

Motion by RHanson, second by Stensrud to approve Resolution 2011-24, a Resolution Approving the Modification to the Tax Increment Financing Plan Relating to Redevelopment District # 2 Within Municipal Development District #1. Unanimously approved.

B. Resolution Approving Assessment of Current Services – MN State Statute 444.075 sub 3 and 429.101 allows the City Council to assess for any unpaid charges for current services. Past practice has been to charge the unpaid amount plus 6% interest plus the County recording fee of \$25.00 Neubauer presented the property owners that have outstanding charges, noting that they have been notified of their past due amounts.

Motion by JHanson, second by Miller-Beach to approve Resolution 2011-25, a Resolution Adopting Special Assessments for Current Services. Unanimously approved.

VIII. MOTIONS AND GENERAL BUSINESS

A. Outdoor Event Application – Chamber representative Melissa Martin appeared before Council to update them on Winterfest 2011. She noted that Winterfest would be held on Dec 3rd and would include a Parade of Lights, Mayor's Tree Lighting, Festival of Trees and pictures with Santa. She noted that an application has been sent to MnDOT to close off Hwy 63 from 6th St. S to Hwy 30 past City Hall. Martin requested approval of the Outdoor Event application.

Motion by Miller-Beach, second by RHanson to approve the Outdoor Event application for Winterfest, pending MnDOT approval. Unanimously approved.

B. TIF Development Agreement – All American Coop – Attorney, Mary Ippel of Briggs & Morgan prepared a Development Agreement between the City of Stewartville and All American Coop for TIF assistance to be used for storm water improvements.

Motion by RHanson, second by Miller-Beach to approve the Development Agreement between the City of Stewartville and All American Coop. Unanimously approved.

C. TIF Development Agreement – House Chevrolet – Attorney, Mary Ippel of Briggs & Morgan prepared a Development Agreement between the City of Stewartville and House Chevrolet for TIF assistance to be used for improvements at 400 South Main and 12 4th St. SE.

Motion by RHanson, second by Miller-Beach to approve the Development Agreement between the City of Stewartville and House Chevrolet. Voting in favor: RHanson, Miller-Beach, Stensrud and King. Voting against: JHanson. Motion carried.

D. TIF Development Agreement – Historical Society – Attorney, Mary Ippel of Briggs & Morgan prepared a Development Agreement between the City of Stewartville and the Historical Society for TIF assistance to be used for improvements to the Sears House.

Motion by JHanson, second by Stensrud to approve the Development Agreement between the City of Stewartville and Historical Society. Unanimously approved.

E. Fund Transfers from 2011 Pool Operations – The Finance Committee has reviewed the preliminary cash flow report for the 2011 pool season. It was noted that receipts, including the City's annual contribution, totaled \$202,861.40. Receipts came in over budget by \$28,345.40. Anticipated expenses for operating and capital for the year are \$187,293.14. This is a gain of \$15,568.26 for 2011.

The Finance Committee recommended that the gain be used to pay down the amenities loan by \$11,890, install a lawn sprinkling system for \$3,115.74 and the remaining amount of \$3,115.74 be designated to the reserve pool fund.

Motion by Stensrud, second by RHanson to approve the Finance Committee's recommendation for the 2011 pool gains. Unanimously approved.

F. 2012-2013 Heartland Express Operating Contract - One bid has been submitted for the operating contract. The bids were completed in "best value" format, with a contract term for two years with a one year option. One bid was received by Grisim Bus Inc. in the amount of \$44,623, which is the amount of the current 2011 contract.

Motion by RHanson, second by Miller-Beach to award the 2012-2013 operating contract to Grisim Bus Inc. Unanimously approved.

G. City Attorney Interviews/Joint Stewartville and Racine Councils/School Dist./Chamber – Sp Mtg Schimmel requested a special Council meeting to be set for Tuesday, October 25th. The attorney interviews would start at 3:00pm with the joint meeting to start at 5:30 at the Civic Center. It was noted that the regular Council meeting would be held at 7:00 pm at City Hall.

Motion by RHanson, second by JHanson to set the interview meeting for 3:00 pm and the joint meeting at 5:30 pm on October 25th at the Civic Center. Unanimously approved.

H. Olmsted County Commissioner's Request for Joint Mtg. Schimmel stated that the County Board is requesting a meeting with small cities on November 22nd – time to be determined. He asked Council consideration to move their regularly scheduled Council meeting to 5:00 pm that day so that Council can attend the County Board meeting.

Motion by JHanson, second by Miller-Beach to set the November 22nd Council meeting for 5:00 pm. Unanimously approved.

IX. MAYOR, STAFF AND CONSULTANTS REPORTS

A. Mayor – King commented on the following:

- Sympathy to Families of: Ken Howe, Doris Feine, RaeMona Christianson, Robert Gleason, David Messinger and Floyd Taylor.
- Happy 50th Anniversary – Milford and Diane Mork
- Senior Chore Day – Oct 29th – Call Family Services 287-2010 to get on their schedule. and noted it was free to anyone 60 or older.
- Fire Fighters Open House – Wednesday Oct 12th 5:30 – 8:00
- Mike Roeder Benefit – sponsored by the Wrestling Booster Club on Oct 15th at 5:00 – American Legion.
- We are looking for a Stew 19 Coordinator. Contact City Hall for more information.
- Presented Bill Schimmel with a plaque from the ICMA for 25 years of service in City Government. King thanked Schimmel for everything he has done for Stewartville.

B. Administrator– No report

C. Finance Director – No report

D. Public Works Director –

- Leaf Pickup has started. Reminded citizens to put their leaves in the street as they fall.
- Dakota Environmental is shredding trees/brush at the dump
- English Electric has started on the Bear Cave Ball Lighting project
- CIP is moving along very well

E. Library Director- No report

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 - Community Survey Results
- Emergency Operations Task Force – No report
- Finance- Minutes of Sept 27th
- Heartland Express- Monthly Update
- Library- No report
- Park Board- Minutes of Sept 14th
- Personnel- Minutes of Sept 14th
- Public Safety/Safety Committee – Satzke reminded everyone to drive safe and watch for kids playing in the leaves.
- Planning & Zoning – No report

- Public Works- No report
- RAEDI- No report
- ROCOG- No report
- SCCC/STEW19 –No report

XI. COMMUNICATIONS

A. Yaggy Colby Assoc. Status Report

XII. RECOGNITION OF GUEST(S) OPEN MIC

- Richard Moehnke requested Council consideration of possibly opening up Bear Cave Park for hunting to help with the deer population.
- Connie Grisim – Grisim Bus Inc., thanked Council for their support with the Heartland Express contract. She stated that she hopes Council will take the time to read the letters of support from community members. She stated that Grisim Bus will continue to operate the Heartland with the qualities that they believe in – professionalism, courtesy, cooperation, dependability and safety. They will strive to make each rider enjoy their ride.

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

Respectfully submitted,

Cheryl Roeder
City Clerk