

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville City Hall
January 14, 2014**

I. PLEDGE OF ALLEGIANCE

II. OATH OF OFFICE – City Administrator Schimmel conducted the Oath of Office to Fire Chief Vance Swisher and Asst. Fire Chief Larry Mueller.

III. CALL TO ORDER – ROLL CALL – Mayor King called the meeting to order on January 14, 2014 at 7:00 pm. Present: King, Hanson, Stensrud, Timm and Burgr. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer, Fire Chief Swisher and City Clerk Roeder

Mayor King recognized Mayo High School Students.

IV. APPROVAL OF AGENDA – Motion by Timm, second by Stensrud to approve the agenda as amended. Unanimously approved.

V. APPROVAL OF COUNCIL MEETING MINUTES-

Motion by Hanson, second by Stensrud to approve the minutes of December 17, 2013, as amended. Unanimously approved.

Motion by Stensrud, second by Timm to approve the joint EDA/City Council minutes of December 26, 2013. Unanimously approved.

VI. FINANCE AND BUDGET

A. Accounts Payable – Motion by Timm, second by Hanson to approve the accounts payable listing. Unanimously approved.

VII. PRESENTATIONS/PUBLIC HEARINGS

A. Charlie Reiter, Rochester/Olmsted Council of Governments (ROCOG) appeared before Council to update them on the Rochester International Airport Area Transportation Study & TH 63 South Corridor Preservation Plan. Reiter stated that the purpose of the study was to improve safety and maintain mobility along Hwy 63 between 48th Street and CR 102/20th St. He stated that there were four areas of evaluation –

Area 1: I-90/TH 63 Interchange

Area 2 & 3: Rochester Airport – CR 16 & Hwy 63 and Hwy 30 & Hwy 63

Area 4: Realignment of Hwy 30, CR 16 and CR 8 due to future runaway expansion.

Reiter presented a written copy of the Summary Report for Council's review. He stated that he was always available to answer any questions or for future presentations.

Mayor King thanked Reiter for attending the meeting and giving the Council and citizens of Stewartville the update.

VIII. MOTIONS AND GENERAL BUSINESS

- A. ANNUAL MEETING-** Mayor King submitted the 2014 Appointments and 2014 Meeting Schedule. He stated that the Council will be filling the position of City Attorney under Item C of the agenda. He also stated that since there hasn't been enough interest from the public to fill the Stewartville Cable Commission, the City Council will act as the Commission.

Motion by Stensrud, second by Burgr to approve the 2014 Appointment and 2014 Meeting Schedule as submitted. Unanimously approved.

- B. SCCC/STEW 19 Contracts:** The contracts for Jason Holland, Dan Simmons and Aaron Simmons were presented for approval to fulfill the SCCC duties of taping events, maintaining/updating community service information on CH 19 and updating the CH19 website.

Motion by Timm, second by Hanson to approve the SCCC Contracts as presented. Unanimously approved.

- C. Designation of City Attorney**– Two RFP's have been received for the City Attorney services. The Personnel Committee has reviewed the two proposals and are recommending that Joe Guzinski of Goodman & Guzinski be appointed as the City Attorney for day-to-day activities/projects and Chris Hood, Flaherty & Hood be appointed for other legal activities, such as litigation, if needed.

Motion by Burgr, second by Stensrud to approve Joe Guzinski, Goodman & Guzinski as City Attorney and to use Flaherty & Hood for litigation, etc. Unanimously approved.

- D. Wellhead Protection Plan** –Five RFP's have been received for the engineering services for the Wellhead Protection Plan. State Hydrogeologist, Justin Blum reviewed the candidates and gave comments to city staff. Staff is recommending that the City Council appoint Stantec Engineering.

Motion by Timm, second by Burgr to approve appointing Stantec Engineering to complete Phase 1 of the Wellhead Protection Plan. Unanimously approved.

- E. Transfer of Liquor License-** Roeder asked Council for consideration to transfer the liquor license for Skip-N-Dales to the Civic Center on Saturday, January 18, 2014 for the Chamber of Commerce Annual Banquet.

Motion by Stensrud, second by Hanson to transfer the liquor license as requested. Unanimously approved.

VIII. ORDINANCES AND RESOLUTIONS

- A. Resolution on Municipal Tort Liability and Approving Insurance Agent-** Chris Stafford, 1st American Insurance appeared before Council to seek approval as the 2014 Agent and to request their approval of waiving the monetary limits on Municipal Tort Liability as per MN Statutes 466.04. Stafford commended city employees on their diligence with safety.

Motion by Stensrud, second by Burgr to approve Resolution 2014-1, A Resolution on Municipal Tort Liability. Unanimously approved.

Motion by Timm, second by Hanson to approve Resolution 2014-2, A Resolution Approving the City's Insurance Agent. Unanimously approved.

- B. Bear Cave Safety Concerns-** Due to complaints/concerns that have been received regarding the safety on 10th St. NW/CR 35 during events at Bear Cave Park, the Park Board and Public Safety Committee have unanimously approved and are requesting that the City Council request that the Olmsted County Board consider no parking on both sides of 10th ST NW/CR 35 from the East property line to the West property line of Bear Cave Park.

Motion by Burgr, second by Timm to approve Resolution 2014-3, A Resolution Requesting No Parking on 10th St. NW/CR 35. Unanimously approved.

IX. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor-** King commented on the following:

- Sympathy to the Families of: Kay Boyum, Harry Geerdes, Bill Wesselman, Sigrun Weerheim, Susan Clark, Gene Cafourek, Carole Walsh, Ron Ferson, Agnes Griffin, Dorothy Christie, Ruth Rue, Doris Schuchard and Blake Overland.
- The City now has a Facebook page. Follow us at City of Stewartville MN! WE will be using Facebook to update our citizens on items such as issuing our snow emergency notice, water break notices, warming house hours, etc.
- Winter Parking Ordinance reminder – do not park on city streets during snow removal for more info check the STAR and City website. e year in 2014.

- B. Administrator-**

- Bi-Weekly Report
- CIP Neighborhood Meeting – Jan 22nd 5-7

- C. Finance Director –** No report

- D. Public Works Director –**

- Water break two weeks ago
- Meadow Park Warming House closed due to warm weather
- Light poles have arrived for Florence Park

- E. Library Director – No report
- F. Fire Chief – Monthly report, Updating policies, By-Laws, Standard Operating Procedures and Ordinance relating to Fire Dept.

X. COMMITTEE, COMMISSIONS AND BOARD REPORTS

- A. Care Center- No report
- B. Chamber of Commerce –Annual Banquet
- C. EDA/HRA – Minutes of Dec 17th
- D. Finance- No report
- E. Fire Hall Facility Project- Special credit goes to Reliable Contractors – Great Job!
- F. Library- SELCO Report
- G. Park Board – Bear Cave Master Plan, SHIP Grant, Eagle Scout Project
- H. Personnel- No report
- I. Public Safety/Safety Committee- 2013 Activity Report
- J. Planning & Zoning – No report
- K. Public Works- No report
- L. RAEDI – Minutes of Nov 26th
- M. ROCOG- No report
- N. SCCC/STEW19 – No report
- O. WWTF – Dec O&M Report

XI. COMMUNICATIONS

- A. Yaggy Colby Status Report
- B. SEMLM – Annual Meeting – January 30th

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

XIII. ADJOURN – Motion by Stensrud, second by Burgr to adjourn. Unanimously approved.

Respectfully submitted,

Cheryl Roeder, City Clerk