

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville City Hall
January 28, 2014**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL – Mayor King called the meeting to order on January 28, 2014 at 7:00 pm. Present: King, Hanson, Stensrud, Timm and Burgr. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer and City Clerk Roeder

III. APPROVAL OF AGENDA – Motion by Timm, second by Burgr to approve the agenda. Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES-
Motion by Hanson, second by Stensrud to approve the minutes of January 14, 2014, as amended. Unanimously approved.

V. FINANCE AND BUDGET

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

VI. PRESENTATIONS/PUBLIC HEARINGS

A. Certificate of Achievement: Mayor King presented the Certificate of Achievement for Excellence in Financial Reporting to the City of Stewartville and Finance Director Barb Neubauer. King stated that this is awarded by the Government Finance Officers Association of the United States and Canada. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. King stated that this award is received because of the hard work of everyone, employees, Department Heads and the Council.

VII. ORDINANCES AND RESOLUTIONS

A. Safe Routes to School Grant - Giesen has prepared a grant application to include:

- Sidewalk connection along the east side of Berg Blvd from 8th St. SE to 6th St. SE
- Paint crosswalks at intersections of 6th St. SE and Berg Blvd, 3rd Ave SE, 4th Ave. SE, Tower Ct, 7th Ave SE
- Sidewalk along the north side of 6th St. SE from Georgetown Dr to 5th Ave SE.

Motion by Timm, second by Burgr to approve Resolution 2014-4, A Resolution Supporting the Application for the Safe Routes to School Program. Unanimously approved.

VIII. MOTIONS AND GENERAL BUSINESS

- A. Outdoor Event Application -** Racin' for Jason 5K. Denise Funke appeared before Council to seek permission to hold a 5K Fun Run/Walk for Jason Hatz on May 3, 2014 at Bear Cave Park. She stated that Hatz was diagnosed with ALS and has 4 young children.

Motion by Burgr, second by Hanson to approve the Outdoor Event Application as submitted. Unanimously approved.

- B. GIS System-** Water Foreman Hale has been working on the purchase of a GNSS handheld device that would be used to obtain an inventory of signs, hydrants, manholes, water/sewer lines and other uses. Olmsted County has agreed to partner with the City by building into their GIS mapping system the information that we collect. It was noted that with the partnership with Olmsted County, the City would be saving approximately \$30,000 for GIS software.

The Finance Committee is recommending the purchase of a Trimble Geo7 Handheld GNSS system from Frontier Precision in the amount of \$12,200.

Motion by Burgr, second by Stensrud to approve the purchase as recommended. Unanimously approved.

- C. Bulk Water Fill System-** During the construction of the new fire hall, a bulk water station connection point was included on the south end of the facility. Currently, contractors needing bulk water have been filling at public works and using the honor system to pay. By purchasing software for the fill station, contractors will now be assigned a pin # that they would enter into the system which would allow the City to track the amount of water used. Three quotes have been received and the Finance Committee is recommending the purchase from Quality Flow Systems for \$17,035. It was noted that \$10,000 had been set aside in the 2014 Budget and the remaining \$7,035 be used from the Water Fund undesignated operating line item.

Motion by Stensrud, second by Hanson to approve the purchase from Quality Flow Systems as recommended. Unanimously approved.

VIII. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor-** King commented on the following:
- Sympathy to the Families of: Delores Neahring, LaVonne Schultz, Bernice Molde, Irene Eichstadt and Newton Nagel.
 - Happy 80th Birthday to Ginnie King
 - Happy 90th Birthday to Virginia Winch
 - Happy 90th Birthday to Majorie Wolfgram
 - Happy 100th Birthday to Irma Sanderson

- Congratulations to Julie Aldrich from Geotek. Julie received the Chamber Volunteer of the Year award. Julie has participated in almost every event that the Chamber has put on the past few years and always brings “her crew” to help. Julie is a great asset to our community – thank you Julie!
- POGS Fun Night – Saturday, Feb 8th
- Boy Scout Troop #56 Chili Feed & Bake Sale – Sunday Feb 2nd.
- Eagles Cancer Telethon was a huge success raising \$940,000!
- The City is now able to take credit/debit cards for utility bills only. You may swipe your card at city hall or pay your bill from our website – stewartvillemn.com
- 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 notices, 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.

B. Administrator–

- Bi-Weekly Report
- Mayor King will be celebrating his birthday on Feb 2nd – Happy Birthday!!

C. Finance Director – No report

D. Public Works Director –

- Working on normal winter items

E. Library Director – Monthly Report

F. Fire Chief – No report

IX. COMMITTEE, COMMISSIONS AND BOARD REPORTS

- A. Care Center- No report
- B. Chamber of Commerce –January Newsletter
- C. EDA/HRA – Minutes of Jan 21st
- D. Finance- Minutes of Jan 22nd
- E. Library-No report
- F. Park Board – Minutes of Jan 13th
- G. Personnel- Mtg on Jan 29th
- H. Public Safety/Safety Committee- No report
- I. Planning & Zoning – No report
- J. Public Works- No report
- K. RAEDI – Annual Mtg March 6th
- L. ROCOG- Minutes of Dec 16th
- M. SCCC/STEW19 – No report
- N. WWTF – No report

- X. **COMMUNICATIONS**
 - A. Mn Energy Rate Increase
 - B. SEMLM Newsletter

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

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

Respectfully submitted,

Cheryl Roeder
City Clerk