

**City of Stewartville  
City Council Regular Meeting Minutes  
Stewartville City Hall  
September 9, 2014**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** – Mayor King called the meeting to order on September 9, 2014 at 7:00 pm. Present: King, Hanson, Stensrud, Timm and Burgr. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens and City Clerk Roeder.

**III. APPROVAL OF AGENDA** – Motion by Hanson second by Burgr to approve the agenda as amended. Unanimously approved.

**IV. APPROVAL OF COUNCIL MEETING MINUTES-**

Motion by Hanson, second by Burgr to approve Council meeting minutes of August 26, 2014. Unanimously approved.

Motion by Timm, second by Burgr to approve Council Budget Workshop minutes of Sept 3, 2014. Unanimously approved.

**V. FINANCE AND BUDGET**

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

**VI. PRESENTATIONS/PUBLIC HEARINGS**

**A. Byrne's Third Subdivision – Final Plat-** Mayor King closed the regular meeting and opened a public hearing to consider the Final Plat for Byrne's Third Subdivision. Sherry Hayenga, questioned the placement of the townhomes and drainage. Byrne's stated that the townhomes would be facing 1<sup>st</sup> Ave. SE and would look similar to the townhomes located on Main Street – Byrne's 2<sup>nd</sup> Sub. He stated that a grading/drainage plan would be followed.

There being no further discussion, Mayor King closed the hearing and re-opened the regular meeting.

Timm stated that a side yard variance of 10' is also being requested on the south property line, along 6<sup>th</sup> St. SE. She stated that a similar variance was given for the townhomes across the street in 1993. She noted that the Planning Commission was recommending approval of both the Final Plat and variance request.

Motion by Burgr, second by Hanson, to approve Resolution 2014-26, A Resolution Approving the Final Plat for Byrne's Third Subdivision. Unanimously approved.

Motion by Stensrud, second by Timm to approve Resolution 2014-27, A Resolution Approving a Variance for Byrne's Third Subdivision. Unanimously approved.

**B. 2014 CIP Assessment Hearing-** Mayor King closed the regular Council meeting to open a Public Hearing to consider questions and objections to the proposed special assessments. Neubauer presented all the legal requirements, which included the adopted dates of all resolutions required for the project, the determination of the assessable amounts, the payment schedule, the appeal process and the assessment deferment policy. She noted that if anyone were to object to the assessment amount, according to State Statute they need to do so before the Mayor closed the public hearing. She noted that the City pays for 75% of the streets, 100% of the utility main and 50% of the water/sewer connections. Neubauer informed the public that the total cost of the project was \$185,307.20 with the City's share being \$143,094.24 and the assessable amount being \$42,212.96

John Russell, 813 4<sup>th</sup> Ave. SE and Deb Dinehart, 814 4<sup>th</sup> Ave. SE appeared before Council to question the project. Both individuals felt that the project was done poorly and asked who oversaw it. They indicated that the street in front of their homes was holding water/sand and didn't drain properly. They also felt that the City failed to watch over the landscaping as the seed did not take and is overgrown with weeds.

City Engineer Strauss stated that he it is never fun having a street project in front of your house and was sorry that their experience was less than desirable. He explained that the street/curb should hold water once the final lift is completed next summer. He explained that the City requires time between the blacktopping so that if a problem were to occur, it could fixed without ripping up the new street. He stated that an inspector was on site and weekly meetings were held during the project.

Strauss indicated that the landscaping contractor had been contacted and the City needed to allow him time to correct the problems. Mayor King stated that the City was aware of the issues with the seeding and has held a retainer along with a two year warranty on the concrete work. He indicated that the City would keep an eye on the issues and will hold the contractor accountable, for what they are responsible for.

Schimmel stated that if repairs were to be made next year, there would be no additional cost to the homeowners. He stated that there are general standards in caring for seeding, noting that some take great care of the lawn while others don't do anything. He noted that it was difficult for cities to come up with general standards. Strauss stated that sodding typically costs four times the amount of seeding and that seeding results in a better end product but takes 2-3 years to establish.

Mayor King asked if there were any objections to the assessments. Staff reported, for the record, that one written letter of correspondence of objection was also received from Jerry Owen, 809 4<sup>th</sup> Ave. SE. John Russell 813 4<sup>th</sup> Ave. SE presented his objection to Mayor King at this time. Mayor King closed the public hearing and opened the regular meeting.

Motion by Burgr, second by Timm to adopt Resolution 2014-28, A Resolution Adopting the 2014 CIP Assessments. Unanimously approved.

## VII. GENERAL BUSINESS

- A. Variance/CUP Request 200 4<sup>th</sup> St. SW** – Mayor King stated that Mr. Bamlet was proposing a 18x16 addition to his home and a 14x24 addition to the west side of his garage. He noted that a Conditional Use Permit was required for expansion in a B1 zone and variances had been requested. Timm stated that the Planning Commission was recommending approval of the CUP and variances.

Motion by Hanson, second by Burgr to approve Resolution 2014-29, A Resolution Approving a Conditional Use Permit and variances as requested. Unanimously approved.

- B. 2015 CIP Project** –The proposed projects for 2015-2020 have been reviewed by the City Council. The 2015 CIP would include 3<sup>rd</sup> Ave. SE (600 thru 800 block), 8<sup>th</sup> St SE (200 block) and 6<sup>th</sup> Ave. SW from the High School to County Rd 6. If Council wishes to proceed with a 2015 project, a feasibility study should be ordered. It is anticipated that the study would be presented to the Council on October 14<sup>th</sup>.

Motion by Hanson, second by Stensrud to adopt Resolution 2014-30, A Resolution Ordering the Preparation of a Feasibility Study on the 2015 CIP. Unanimously approved.

- C. Safe Routes to School – Easement Agreement** – An easement is needed from the School District to construct the pedestrian and bicycle pathway along the alley from the northeast corner of the school building to the pool parking.

Motion by Timm, second by Burgr to approve the easement between the City of Stewartville and Stewartville School District. Unanimously approved.

- D. Winter Water Usage-** Hanson stated that he received comment regarding the City not getting back to property owners in regards to running their water this past winter. Hanson stated that he would like to see a policy set by Council. King stated that now, during budget workshops, is the time to look at a policy. Schimmel stated that an informal survey was done in the spring and the results were mixed. He noted that some cities did reimburse for the extra water and other cities didn't.

## IV. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor-** King commented on the following:
- Sympathy to the Families of: Delores Wolfgram and Bill Hanke
  - Happy 98<sup>th</sup> Birthday to Coral Carlson. Coral was always known as the "cake lady" in High Forest Township!
  - Congratulations to Slim & Mary Elton on their 25<sup>th</sup> wedding anniversary.
  - Goodbye and Good Luck to Linda Miller – our Senior Citizens Coordinator.
  - High Forest Old Settlers Day – Saturday Sept 13<sup>th</sup>
  - SHS Football Booster Club Fun Night – Saturday Sept 13<sup>th</sup>
  - Seize the Day Walk to Cure Blood Cancer – Sunday Sept 14<sup>th</sup>
  - Gardens are producing – stop out to Strikers Corner for the Farmer's Market
  - Trash & Treasure Day – Sept 27<sup>th</sup> Check the STAR for more information

- Fall Festival – September 20<sup>th</sup> at Strikers Corner – Check the STAR for more details.

**B. City Administrator–**

- Bi-Weekly Report

**C. Finance Director –**

- Continuation of Budget Workshop – Monday Sept 15<sup>th</sup> - 9am

**D. Public Works Director –**

- The trail is moving along on Hwy 63
- Leaf pickup will be starting soon
- Hydrant Flushing – Sept 22,23& 24

**E. Library Director – No report**

**F. Fire Chief Report – No report**

**VIII. COMMITTEE, COMMISSIONS AND BOARD REPORTS**

- A. Care Center- No report
- B. Chamber of Commerce – No report
- C. EDA/HRA – Residential Marketing
- D. Finance- No report
- E. Library- No report
- F. Park Board – No report
- G. Personnel- No report
- H. Public Safety/Safety Committee- No report
- I. Planning & Zoning – Minutes of Sept 2<sup>nd</sup>
- J. Public Works- No report
- K. RAEDI – Minutes of July 22<sup>nd</sup>
- L. ROCOG- Minutes of June 23<sup>rd</sup>
- M. SCCC/STEW19 – New equipment ordered
- N. WWTF – O&M Report

**IX. COMMUNICATIONS**

- A. Charter Communications Merger with Comcast

**X. RECOGNITION OF GUEST(S) OPEN MIC**

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

Respectfully submitted,

Cheryl Roeder, City Clerk