

**City of Stewartville  
City Council Regular Meeting Minutes  
Stewartville City Hall  
January 13, 2015**

- I. OATH OF OFFICE** – City Administrator Schimmel conducted the Oath of Office to Councilmembers Craig Anderson and Dick Uptagrafft.
- II. CALL TO ORDER – ROLL CALL** – Mayor King called the meeting to order on January 13, 2015 at 7:00 pm. Present: King, Stensrud, Timm, Anderson and Uptagrafft. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer, Asst Fire Chief Mueller and City Clerk Roeder
- Mayor King recognized Boy Scouts Jacob Edholm, Nathan Edholm, Nick Burhnke, Mitchell Jay and Ethan Humble. Scout Jacob Edhold led us in the Pledge of Allegiance.
- III. APPROVAL OF AGENDA** – Motion by Timm, second by Anderson to approve the agenda. Unanimously approved.
- IV. APPROVAL OF COUNCIL MEETING MINUTES-** Motion by Stensrud, second by Timm to approve the minutes of December 16, 2014. Unanimously approved.
- V. FINANCE AND BUDGET**
- A.** Accounts Payable – Motion by Timm, second by Stensrud to approve the accounts payable listing. Unanimously approved.
- VI. PRESENTATIONS/PUBLIC HEARINGS**
- VII. MOTIONS AND GENERAL BUSINESS**
- A. ANNUAL MEETING-** Mayor King submitted the 2015 Appointments and 2015 Meeting Schedule.
- Motion by Timm, second by Uptagrafft to approve the 2015 Appointment and 2015 Meeting Schedule as submitted. Unanimously approved.
- B. Resolution on Municipal Tort Liability and Approving Insurance Agent-** Chris Stafford, 1<sup>st</sup> American Insurance appeared before Council to seek approval as the 2015 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 Timm, second by Anderson to approve Resolution 2015-1, A Resolution on Municipal Tort Liability. Unanimously approved.

Motion by Uptagrafft, second by Stensrud to approve Resolution 2015-2, A Resolution Approving the City's Insurance Agent. Unanimously approved.

- C. Fire Truck Purchase-** Asst. Fire Chief Mueller presented a contract from Midwest Fire Equipment in the amount of \$208,558 for the purchase of a 2016 Tanker Pumper. Mueller stated that the Fire Dept has funds available for the purchase in their Vehicle Replacement Reserve.

Motion by Stensrud, second by Anderson to approve the contract with Midwest Fire Equipment in the amount of \$208,558. Unanimously approved.

- D. 2015 Water/Sewer/Storm Sewer Fees-** Neubauer stated additional information regarding the proposed bond sale for the NW Improvement project was obtained from Paul Donna, bond consultant. The increase in interest charges would be \$190,000 for a 15 year bond and \$412,135 for a 20 year bond. The Finance Committee is recommending an 80 cents per unit water increase and a 65 cents per unit sewer increase to finance a 10 year bond for the NW Improvement project. Neubauer noted that the 80 cents per month increase for the Storm Water Fund will help in funding the maintenance of the city-wide ponds.

Neubauer also commented on the concern voiced from former Councilmember Roger Hanson regarding the legality of the "in lieu of taxes" process used for transferring funds from the Enterprise Fund to the General Fund. Neubauer contacted City Auditor Tom Wentz, the League of MN Cities, the Municipal Clerks Association and Tom Karlson of the Minnesota Office of the State Auditor and all entities confirmed that "in lieu of taxes" is a practiced accounting procedure and policy allowed by law.

Council discussed the increased interest amount in extending the bond and agreed that it was in the best interest of the city to continue with a 10 year bond.

Motion by Stensrud, second by Timm to approve Resolution 2015-3, a Resolution Setting Water, Sewer and Storm Water Fees, effective January 1, 2015. Unanimously approved.

- E. 2015 Water Tower Project-** Maintenance and painting has been scheduled for 2015 and four proposals were received. The proposals included: Widseth Smith Nolting/KLM \$14,000; SEH/Yaggy \$14,360; WHKS \$15,000 and Bolton & Menk \$20,810. Staff has narrowed the recommendation down to SEH/Yaggy and WHKS. Schimmel stated that the project would take approximately two weeks and there was some concern with response time on inspections, etc. WSN/KLM needed 24 hrs but WSN could respond with other staff/engineers immediately. SEH/Yaggy would respond from the metro area but w/travel expenses noting, the City Engineer would also serve as immediate response. WHKS has staff in Rochester with no distance/travel expenses. Schimmel stated that due to past experience his recommendation would be to contract with WHKS.

King questioned not using our City Engineering firm that was approved earlier in the evening. He asked if the travel expense would be any more than what was charged for the wastewater treatment project when using their Mason City staff. Neubauer stated

that it would be minimal and that Strauss indicated that 6 trips were included in the bid. Anderson stated that all bids were competitive and agreed that we had just appointed SEH/Yaggy as City Engineer. Stensrud stated that he liked that WHKS included "not to exceed" language in their bid. Uptagrafft commented that all bids were competitive, noting that he was partial to WHKS as he worked for them in the past.

Motion by Timm, second by Stensrud to approve the contract with WHKS to prepare, bid and inspect the 2015 NW Water Tower Maintenance and Painting project. Voting in favor: Timm, Stensrud, Anderson and Uptagrafft. Voting against: King. Motion carried.

- F. Liquor License Transfer Request-** Striker's Corner is requesting to utilize MN State Statute 340A.404 Sub 4, to sell intoxicating liquor at the Stewartville Civic Center for weddings on January 24, March 14<sup>th</sup> and June 20<sup>th</sup>.

Motion by Anderson, second by Stensrud to approve the transfer request as submitted. Unanimously approved.

## **VIII. MAYOR, STAFF AND CONSULTANTS REPORTS**

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

- Sympathy to the Families of: Henry Schumann, Joh Lynaugh, Burton Patchin, Jan Hjelle, Taylyn Gottman, Helen Smith, Mildred Ellengerger, Marilyn Billings, Phyllis Sinn, Darlene Bredesen, Phyllis Scott, Kenneth Stender, Dorothy Ryan, Richard Asleson, Betty Schumann, Marilyn St. Martin, Gordon Gooderum and Mary Lou Wantock.
- Steak & Shrimp Dinner – Friday, Jan 17<sup>th</sup> @ American Legion
- Wild Game Feed – Saturday, Jan 17<sup>th</sup> @ Sportsman's Club
- Reminder of our Snow Emergency Ordinance – sign up for Stewartville Alerts!

- B. Administrator-**

- Bi-Weekly Report
- EDA kicked off their new marketing
- Retreat – Feb 5<sup>th</sup> 9-1 at Ironwood Springs
- Meeting to be scheduled with Sheriff Torgerson
- SEMLM – Rochester Jan 29th

- C. Finance Director –** No report

- D. Public Works Director –**

- Normal winter activities

- E. Library Director –** No report

- F. Fire Chief –**

- Monthly report, noting that December was very busy w/54 calls

- Thanked the Mayor for notify neighbors during a recent fire and for breakfast/coffee he provided

**G. City Engineer – Monthly Project Status Report**

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

- A. Chamber of Commerce –Annual Banquet
- B. EDA/HRA – Minutes of Dec 16<sup>th</sup>
- C. Finance- No report
- D. Library- No report
- E. Park Board –No report
- F. Personnel- No report
- G. Planning & Zoning – Minutes of Dec 9<sup>th</sup>
- H. Public Safety/Safety Committee- 2014 Activity Report
- I. Public Works- No report
- J. RAEDI – Journey to Growth Info and Minutes of Nov 25<sup>th</sup>
- K. ROCOG- No report
- L. SCCC/STEW19 – No report
- M. Transit Advisory Committee – No report
- N. WWTF – No report

**X. COMMUNICATIONS**

- A. SEMLM Meeting – Sign up w/Laurel
- B. Hearings on purchase from Alliant to SMEC

**XII. RECOGNITION OF GUEST(S) OPEN MIC** – Amy Edholm appeared before Council to thank the community for always supporting the Scouts in Stewartville.

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

Respectfully submitted,

Cheryl Roeder, City Clerk