

**City of Stewartville  
City Council Meeting Minutes  
Stewartville City Hall  
March 28, 2017**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on March 28, 2017 at 7:00 pm. Present: King, Anderson, Uptagrafft, Beyer and Oeltjen. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Supervisor Hale , Library Director Johnson and City Clerk Roeder

**III. APPROVAL OF AGENDA**

Motion by Anderson, second by Oeltjen to approve the agenda. Unanimously approved.

**IV. APPROVAL OF COUNCIL MEETING MINUTES**

Motion by Uptagrafft, second by Beyer to approve the Council minutes of March 14, 2017. Unanimously approved.

Motion by Oeltjen, second by Beyer to approve the joint Council/Park Board minutes of March 14, 2017. Unanimously approved.

**V. FINANCE AND BUDGET**

Motion by Beyer, second by Anderson to approve the accounts payable listing. Unanimously approved.

**VI. GENERAL BUSINESS**

**A. Outdoor Event Application:** Community Ed Director Hailey Liffbrig appeared before Council to seek approval of the 2<sup>nd</sup> Annual 5K Color Run on May 6<sup>th</sup>. Liffbrig noted that the route would be the same as last year and is requesting to shut down the intersection of 2<sup>nd</sup> St. & 3<sup>rd</sup> Ave. SW during this time.

Motion by Anderson, second by Byer to approve the Outdoor Event Application for May 6<sup>th</sup>. Unanimously approved.

**B. 2017 CIP Bids:** City Engineer Obernolte appeared before Council with the bid tabulations for the upcoming street project. Obernolte informed Council that five bids were received and that Alcon was the low bidder at \$1,065,130. She noted that the engineers estimate of the project was \$1,202,740.

Motion by Uptagrafft, second by Beyer to approve the contract with Alcon Construction. Unanimously approved.

**C. Revolving Loan –** Neubauer presented a revolving loan application from Podein Power Equipment. She noted that they were requesting \$50,000 for a 7 year term at 2%APR. She stated that they would be building an additional building which would become their main office and show room. Neubauer stated the EDA is recommending approval of the loan.

Motion by Anderson, second by Uptagrafft to approve the loan as presented. Unanimously approved.

**D. National Flood Insurance Program-Ordinance Approval-** In 2012, FEMA began working on an updated program/mapping. The Planning Commission held a public hearing on March 7<sup>th</sup> and is recommending approval of the ordinance. It was noted that the last update occurred in 1985. Mayor King read the 2<sup>nd</sup> reading of the Ordinance.

Motion by Uptagrafft, second by Beyer to approve Ordinance 2017-1, An Ordinance Adopting Section 1379.00, An Ordinance Adopting the National Flood Insurance Program Compliance. Unanimously approved.

**E. Entrance Signs -** The EDA has agreed to use the Rochester Sales Tax funds for two signs to be placed on Hwy 30 East and on County Rd 6. Neubauer stated that the intent of the dollars allocated to the City was for the purpose of economic development and community marketing, noting that this project clearly fits within the perimeters of acceptable uses of the funds. The estimated cost of the project is \$25,000-\$28,000. The design would be the same as the other two entrance signs.

Motion by Uptagrafft, second by Beyer to approve the entrance signs and financing with the Rochester Sales Tax funds. Unanimously approved.

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

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

- Sympathy to the Families of: Bev Noble, Hazel Heimer, Pearl Smith, Margaret Strum, Ordean Olson, Ken Johnson and Lois Jorstad
- Happy 100<sup>th</sup> Birthday to Myrtle Tebay
- Happy 100<sup>th</sup> Birthday to Orven Blegen
- Happy 56<sup>th</sup> Birthday to William Schimmel Jr
- Meal with A'Peel will be held April 3<sup>rd</sup>
- Heart of the Farm, Barns of MN will be presented at the Library on April 4<sup>th</sup>
- Free tax help available at the Civic Center. For appointments call 287-1958.
- 2<sup>nd</sup> Annual Toast & Taste was held last Friday night to raise funds for the Bear Cave Amphitheater project and was again very successful.

**B. City Administrator-**

- Bi-Weekly Report
- Dump hours may be limited depending upon WWTF contractor. Will keep it open during the weekends and will let front desk know when it's being closed during the week.

**C. Finance Director -**

- On site audit was finished. Will be presenting Audit report in May

**D. Public Works Supervisor –**

- Bi-Weekly Report

**E. Library Director -**

- Monthly Report

**F. Fire Chief Report –**

- No Report

**G. City Engineer –**

- No Report

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

- A. Chamber of Commerce: No Report
- B. EDA/HRA: Minutes of March 21<sup>st</sup>
- C. Finance: No Report
- D. Library: No Report
- E. Park Board: No Report
- F. Personnel: No Report
- G. Planning & Zoning: No Report
- H. Public Safety/Safety Committee: Call log, speaking at HS, MN Zero Death Initiative
- I. Public Works: No Report
- J. RAEDI: No Report
- K. ROCOG: No Report
- L. STEW180: No Report
- M. Transit Advisory Committee: Public Input @ next Council mtg, Minutes of Nov 15<sup>th</sup> and March 21<sup>st</sup>

**IX. COMMUNICATIONS**

- A. SEMLM – Meeting on April 20<sup>th</sup>

**X. RECOGNITION OF GUEST(S) OPEN MIC - None**

**XI. ADJOURN – Motion by Anderson, second by Uptagrafft to adjourn. Unanimously approved.**

Respectfully submitted,

Cheryl Roeder  
City Clerk