

**City of Stewartville  
City Council Meeting Minutes  
Stewartville City Hall  
August 23, 2016**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on August 23, 2016 at 7:00 pm. Present: King, Anderson, Timm and Uptagrafft. Absent: Stensrud. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens, Library Director Johnson and City Clerk Roeder.

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF COUNCIL MEETING MINUTES**

Motion by Timm, second by Uptagrafft to approve the minutes of August 10, 2016. Unanimously approved.

Motion by Timm, second by Anderson to approve the minutes of August 15, 2016 Budget meeting. Unanimously approved.

**V. FINANCE AND BUDGET**

Motion by Uptagrafft, second by Timm to approve the accounts payable listing. Unanimously approved.

**VI. GENERAL BUSINESS**

**A. Outdoor Event Application** – The Chamber of Commerce is seeking approval for their Pets in the Park event to be held on Saturday, October 8<sup>th</sup> at Florence Park. The event will include RAD Reptile Zoo, Games and Crafts, Obstacle Course in the hockey rink, Food and pet/craft vendors, Pet adoptions and shelter booths, Talent Show, Demonstrations and Silent auction. Money raised will go back to the city parks.

Motion by Anderson, second by Uptagrafft to approve the Outdoor Event application for Pets in the Park. Unanimously approved.

**B. Wastewater Treatment Plant Project- Change Order #1-** SEH Engineer Tom Madden appeared before Council to present the change order for the Phase 3 project. Madden stated that the request was for an additional line item to the project for dirt that the city had moved to the site from another project. He stated that due to the wording in the contract, a new line item needed to be added. He went on to explain that there would be a deduction from the "import dirt line item" and in the end there should be a net difference of \$24,000 in savings.

Mayor King and Councilmembers questioned as to why it needed to come to Council now and not at the end of the project when a definite savings was known. They indicated that they were very skeptical that the project would stay under the contract amount if they approved the \$141,526 change order.

Madden stated that he understood their concern but again stated that it was a contractual condition.

Motion by Uptagrafft, second by Timm to approve Change Order #1. Voting in favor: Uptagrafft, Timm and Anderson. Voting against: King. Motion carried.

- C. **2016 CIP-** Mayor King reported that as the project is coming to an end, the City needed to declare the cost, and order preparation of the assessments and to set the public hearing. It was noted that the public hearing would be held at the fire hall on Sept 27<sup>th</sup>.

Motion by Uptagrafft, second by Timm to approve Resolution 2016-16, A Resolution Declaring Cost to be Assessed and Ordering Preparation of the Proposed Assessment in Connection with the 2016 CIP. Unanimously approved.

Motion by Timm, second by Uptagrafft to approve Resolution 2016-17, A Resolution Calling Hearing on Assessments for 2016 CIP. Unanimously approved.

- D. **Ordinance Amendment – First Reading-NW Improvement Project-** During the recent budget workshop the Mayor/Council salaries were discussed. As per MN Statute 415.1, salaries may be adjusted to take effect after the next succeeding election. It had been proposed to adjust the salary structure to include \$25 for special meetings. The last adjustment was approved in 2006. Mayor King noted that this was the first reading and no action would be taken.

- E. **Liquor License Transfer-** Striker's Bar is requesting to utilize Mn State Statute 340A.404 Sub.4, to sell intoxicating liquor at the Civic Center for a wedding on Sept 3<sup>rd</sup> and Sept 17<sup>th</sup>.

Motion by Anderson, second by Timm to approve the license transfer for Sept 3<sup>rd</sup> and Sept 17<sup>th</sup>. Unanimously approved.

## VII. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor- King commented on the following:

- Sympathy to the Families of: Ken Haack, Aricc Hansen, Orris Sturm and Aulden Winch
- Happy 80<sup>th</sup> Birthday to Alice Halvorson
- Happy 50<sup>th</sup> Anniversary to Barb & Jerry Neubauer
- This Friday night will be the last movie in the park – STAR WARS- Special thanks to the Park Board and their sponsors!
- Trash & Treasure Day – Sept 24<sup>th</sup>

- B. City Administrator-

- Bi-Weekly Report
- Reminder of no parking on 6<sup>th</sup> Ave. SW by the high school
- Councilmember Stensrud requesting that the city look into a Park & Ride again at Bear Cave Park. Council agreed with Timm asking that we invite the bus riders into a meeting.

- C. Finance Director

- No Report

- D. Public Works Director –

- Updates on various street projects
- Reminder calls to Elcor to finish Bear Cave Park
- Work continues on WWTP
- Fence removed at Meadow Park N
- Rehabbing the bathrooms at Meadow Park N

- E. Library Director** -
  - Monthly Update
  - Library Board Meeting – August 16<sup>th</sup>
  
- F. Fire Chief Report** –
  - No Report
  - Aerial Truck will be certified again
  - Tanker 1 – putting together a listing of items that need to be worked on
  
- G. City Engineer** –
  - Working on 2017/18 Feasibility Study

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

- A. Chamber of Commerce: No Report
- B. EDA/HRA: Rochester Rising articles on Stewartville
- 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: No Report
- I. Public Works: No Report
- J. RAEDI: Launched new website
- K. ROCOG: No Report
- L. STEW180: No Report
- M. Transit Advisory Committee: No Report

**IX. COMMUNICATIONS**

**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