

**City of Stewartville  
City Council Regular Meeting Minutes  
Stewartville City Hall  
October 27, 2015**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** – Mayor King called the meeting to order on October 27, 2015 at 7:00 pm. Present: King, Stensrud, Uptagrafft, Timm and Anderson. Also Present: City Administrator Schimmel, Public Works Director Stevens, Finance Director Neubauer, Library Director and Receptionist/Data Clerk Jacobs.

**III. APPROVAL OF AGENDA-**

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

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

Voting for the approval of the Council Meeting minutes of October 13, 2015 by Anderson, second by Stensrud, voting against none, abstaining Timm.

**V. FINANCE AND BUDGET**

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

B. 3rd Qtr. Financial Report – Neubauer compared revenue and expenses. She stated at the time funds were balanced and no action was requested.

C. Presentation for GFOA was awarded to Barb Neubauer by the Mayor of Stewartville for excellence in financial reporting.

**VI. GENERAL BUSINESS**

**A. Annexation Public Hearing-** Mayor King closed the regular meeting and opened the Public Hearing. There were no written statements. Tom Peterson spoke on behalf of the Peterson family in support of the project. Hearing no other statements the Public Hearing was closed and the regular council meeting was reopened.

Motion by Stensrud, second by Uptagrafft to approve Resolution 2015-39, A Resolution Approving the joint resolution of the City of Stewartville and the Township of High Forest. Amending Joint resolution for Orderly Annexation Unanimously approved.

**B. Approval of Outdoor Application-** Chamber President Melissa Luening on behalf of the Chamber is requesting an outdoor application for Winterfest on Dec 5<sup>th</sup> 2015. The activities are now three days of fun for the whole family. City Hall will be selling tickets for the house tours, there will also be the parade of lights, chili feed, singers and many other activities.

Motion by Anderson, second by Timm to approve the Outdoor Event for Winterfest on December 5<sup>th</sup>. Unanimously approved.

**C. NW Improvement Project** – Paul Donna presented information on a 10 year amortization schedule with interest at 1.86% fixed for the project on 11<sup>th</sup> Ave and 20<sup>th</sup> Street starting in 2016 until 2026. The city has established an excellent credit rating for this bond.

Motion by Timm, second by Anderson to approve Resolution 2015-40, A Resolution Approving the Authorization for the Issuance of General Obligation Improvement and Utility Revenue Bonds, Series 2016A. Unanimously approved.

- D. 20<sup>th</sup> Street NW Improvements-** In order to assess properties on the south side of 20<sup>th</sup> ST NW a public hearing needs to be set to discuss the project and assessments.

Motion by Uptagrafft, second by Stensrud to approve Resolution 2015-41, A Resolution calling Public Hearing on 20th St NW Improvements. Unanimously approved.

- E. 2016 Utility Rate Increases-** Due to improvements that are being made for services to the new school and surrounding area a bond is being sold. In order to make these bond obligations the Finance Committee and staff is recommending increases in the sewer department. All other fees will remain the same.

Motion by Timm, second by Uptagrafft to approve Resolution 2015- 42 Setting Water, Sewer and Storm Water Fees, effective January 1, 2016. Unanimously approved.

- F. 2015 Audit-** A proposal was presented from Smith Schaefer to conduct the 2015 Year-End Financial Audit and prepare the Finance Statement.

Motion by Anderson, second by Uptagrafft to approve the proposal to conduct the 2015 Year-End audit and prepare the Finance Statements and GFOA Certificate of Achievement application. Unanimously approved.

- G. Pheasant Run Safety Concerns-** Anderson commented on how well the neighborhood did everything right in raising their concerns on the bus stop and wanting a stop sign installed for safety. The neighborhood was well represented with about 20 people attending.

Motion by Stensrud, second by Anderson to Approve the request to relocate the stop signs at 12<sup>th</sup> Ave and 5<sup>th</sup> St NE to 6<sup>th</sup> 6<sup>th</sup> St and 12<sup>th</sup> Ave NE to make this a four way stop. Unanimously approved.

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

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

- Sympathy to the Families of: Frannie Stensrud, June Clark, Phyllis Rudig, and Curt Heeren.
- Halloween News: Our little ghosts and goblins will have lots to do  
Spook City in the Woods – This coming Friday/Saturday-check STAR for more details.  
American Legion will host a Halloween party for kids on Oct 31<sup>st</sup>-check STAR.
- Root River Dental is sponsoring Halloween Candy Buy Back for the TROOPS! Check the Star for more details.

- B. City Administrator-**

- Bi-Weekly Report
- Ron Zeigler from CEDA wanted the council to know one of his employees is running for State Senate and CEDA does not endorse this.
- A lot of new projects is Stewartville right now, Minnesota Medical Technologies ground breaking, Halcon expansion, Caseys new store, possible new subdivision.

**C. Finance Director –**

- No report

**D. Public Works Director –**

- Preparing to take over Water Treatment Plant
- Continuing leaf pick up program
- Water is shutoff to the parks

**E. Library Director –Report is in the packet**

**F. Fire Chief Report – No Report**

**G. City Engineer – No Report**

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

- A. Chamber of Commerce – e-News in the packet, Chamber is hosting Joint school, chamber city of Racine meeting at the Civic Center on Monday Nov 9<sup>th</sup>. Quarterly meeting will be Nov 19
- B. EDA/HRA – No report
- C. Finance- No report
- D. Library- No report
- E. Park Board – Uptagrafft would like to see the Blue Stem Trail work continue and connect with other communities in the future.
- F. Personnel- No report
- G. Planning & Zoning - No report
- H. Public Safety/Safety Committee- Minutes of Oct 21 Zak was called away, the Mayor reported an alcohol compliance check was done and all businesses passed.
- I. Public Works- Minutes of Oct 8<sup>th</sup>
- J. RAEDI – No report
- K. ROCOG- report in packet
- L. STEW180– No report
- M. Transit Advisory Committee – meeting was held today Schimmel will have report at next meeting
- N. WWTF – No report

**IX. COMMUNICATIONS**

- A. SEMLM Newsletter

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

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

Respectfully submitted,

Laurel Jacobs  
Receptionist/Data Clerk  
Council Minutes 10.27.15