

**City of Stewartville
City Council Meeting Minutes
Stewartville City Hall
April 26, 2016**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL Mayor King called the meeting to order on April 26, 2016 at 7:00 pm. Present: King, Stensrud, Anderson, Timm and Uptagrafft. 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 Stensrud, second by Uptagrafft to approve the amended agenda to include an Outdoor Permit Application Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES

Motion by Anderson, second by Stensrud to approve the Regular minutes of April 12, 2016. Voting in favor: Anderson, Stensrud, Uptagrafft and King. Abstaining: Timm. Motion carried.

Motion by Uptagrafft, second by Anderson to approve the Council Workshop minutes of April 13, 2016. Voting in favor: Uptagrafft, Anderson, Stensrud and King. Abstaining: Timm. Motion carried.

Motion by Anderson, second by Stensrud to approve the Street Tour minutes of April 20, 2016. Voting in favor: Anderson, Stensrud, Uptagrafft and King. Abstaining: Timm. Motion carried.

V. FINANCE AND BUDGET

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

- a. Finance Director Neubauer presented the 1st Qtr Financial Report. Neubauer noted that no formal action is required.

VI. GENERAL BUSINESS

A. Outdoor Event –Jamison Hanson, Anytime Fitness appeared before Council to get permission to hold a Memorial 5K event. He stated that the walk/run was in memory of a past co-worker and friend Samuel Becker. Proceeds will be donated to the Mayo Clinic Mental Health Research Center. The 5K will take place on May 21st with departure from Anytime Fitness.

Motion by Anderson, second by Stensrud to approve the Outdoor Events application as submitted. Unanimously approved.

B. 2016 Pool/Concessions- Pool manager, Cheryl Terhaar has submitted the applicant names for approval.

Motion by Uptagrafft, second by Anderson to approve the recommendation and to allow Terhaar to hire additional guards/workers as needed. Unanimously approved.

- C. Emerald Ash Borer Policy-** Due to the spread of the emerald ash borer that has been spreading to areas within the state, MNDNR is requiring all cities and counties to adopt an Emerald Ash Borer Community Preparedness & Response Plan. Councilmember Timm and Finance Director Neubauer have submitted the plan for approval.

Motion by Timm, second by Uptagrafft to approve the Emerald Ash Borer Community Preparedness & Response Plan. Unanimously approved.

- D. Employment Positions-** City Administrator Schimmel presented job descriptions and wage classifications for the open positions within the city. Library Aide – Grade 4; Maintenance I Grade 7; Water/Wastewater Operator Grade 10 and Lead Water/Wastewater Operator Grades 11/12.

Motion by Stensrud, second by Timm to approve the positions as outlined. Unanimously approved.

VII. MAYOR, STAFF AND CONSULTANTS REPORTS

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

- Sympathy to the Families of: Harlan Haugen, Sue Ann O’Groski, Ardelle Dohrn, Don Rollie, Kelly Thompson, Aggie Splittstoesser, Mavis Lee, Michael Kean and to Wendy Timm in her father’s passing.
- Thank you to the Kiwanis for sponsoring Food for Kidz – 110,820 meals for the poor were assembled
- Color-A-Thon 5K walk/run – April 30th starting at 9am from Central
- The Library is offering a “seed library” to its patrons this growing season. For more information visit the Library.
- Sign up for the City Wide Garage Sales – May 5, 6, & 7th
- Our annual clean-up day is scheduled for Saturday, May 14th and Wednesday, May 18th. Check our website and STAR for more information.

Mayor King also read a retirement letter from Glynis Sturm. The Council thanked Glynis for her years of service to the Library.

- B. City Administrator-**

- Bi-Weekly Report

- C. Finance Director**

- No Report

- D. Public Works Director –**

- NW Utility work on schedule
- CIP has started on 4th & 5th St. NE
- Parks will be opening

- 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 April 19th
- C. Finance: No report
- D. Library: No report
- E. Park Board: No report
- F. Personnel: Minutes of April 18th
- G. Planning & Zoning: No report
- H. Public Safety/Safety Committee: No report
- I. Public Works: No report
- J. RAEDI: No report
- K. ROCOG: Minutes of Jan 22nd
- L. STEW180: No report
- M. Transit Advisory Committee: No report

IX. COMMUNICATIONS

- A. CEDA Annual Meeting Notice
- B. SEMLM April 2016 Newsletter

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

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

Respectfully submitted,

Cheryl Roeder
City Clerk