

**City of Stewartville  
City Council Meeting Minutes  
Stewartville City Hall  
March 8, 2016**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on March 8, 2016 at 7:00 pm. Present: King, Stensrud, Timm and Anderson. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens 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 Stensrud, second by Anderson to approve the regular Council meeting minutes of February 23, 2016. Unanimously approved.

Motion by Timm, second by Stensrud to approve the special Council meeting minutes of February 22, 2016. Unanimously approved.

**V. FINANCE AND BUDGET**

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

**VI. GENERAL BUSINESS**

**A. Outdoor Event Application**– Hailey Liffriq, Community Ed Director appeared before Council to get permission to hold a 5K Color Run on April 30<sup>th</sup>. She noted that the proceeds would be going towards playground equipment at Central. Liffriq stated that she was working with Sass/Hale and would like to close down the route during this time.

Motion by Anderson, second by Stensrud to approve the Outdoor Event application. Unanimously approved.

**B. North Ridge Estates Expansion – Conditional Use Permit**- Sun Communities has applied for a Conditional Use Permit under Section 1335.04 of our Zoning Ordinance that would allow for the expansion of 71 lots. It was noted that the mobile home park is regulated under Olmsted County Health Dept. City Engineer Strauss reviewed the plans under the subdivision guidelines and has submitted his comments which Sun Communities has agreed to. Project Manager Robert Schmude appeared before Council to answer any of their questions. Timm reported that the Planning Commission held a public hearing and are recommending approval, subject to the review letter. She noted that the Planning Commission was concerned about parking on one-side of the streets only and also noted that the current storm shelter was large enough to support the expansion.

Motion by Stensrud, second by Timm to approve the Conditional Use Permit, subject to the review letter provided by City Engineer Strauss. Unanimously approved.

- C. Cepelak Variance Request-** Tim Cepelak, 120 6<sup>th</sup> St. NE is requesting a variance from Section 1330.03 – Accessory Structures. The variance request is to allow a 28x40 or 1,120 sq ft addition to the current garage, which would make the total garage 2,620 sq ft. Ordinance allows for a 1,200 sq ft accessory structure. Timm stated that during the public hearing process two neighbors spoke against the request. Cepelak appeared before Council to support his request, noting that he would be storing his collector cars in the garage. He also stated that Mr. Bardwell built a large garage a few years ago, which was approved by the City. Timm cited the Findings of Facts, that the Planning Commission based their denial of the application on.

Motion by Timm, second by Stensrud to approve Resolution 2016-11, A Resolution to Deny the Variance Request Based on the Findings of Facts. Unanimously approved.

- D. WWTP- Phase 3 Financing Options-** Mayor King reported that bids for the Phase 3 project at the treatment plant were opened and ranged from \$3,150,000 to \$3,496,370. It was noted that the estimate for the project was \$1,801,800. Staff has gathered information on various financial options that could be utilized to help fund the shortfall. It was suggested that the balance could be taken from the enterprise undesignated reserves. Neubauer reported that the bond money could not be returned and we would need to report how we were using the funds and that they should be used within a 2-3 year time frame.

Tom Madden, SEH appeared before Council to answer questions regarding the bids. He stated that he apologized for not having a better estimate and stated that there is no similar projects that he could get a direct comparison from as it's not a common project. He stated that he felt the bids were in line as there was only 11% between the low and high bidder. Council discussed needing the third phase at this time and the timing of a 4<sup>th</sup> phase, which wouldn't be needed until our population reached 7,400. It was noted that the 4<sup>th</sup> phase wouldn't be as expensive as this phase.

Stensrud questioned whether it would be wise to re-bid the project or look for a different general contractor. He also stated that if we waited until we experienced more growth in the city, that growth would help pay for the project. Madden stated that it was risky as now the bidders all know what each other has bid and the project could easily come in higher. Council discussed combining the 3<sup>rd</sup> and 4<sup>th</sup> phase. Neubauer stated she wasn't sure that she could find financing for both at this time. She noted that if we transferred between the enterprise funds we wouldn't necessarily need to pay it back which would include raising water/sewer rates but cautioned Council on not paying the fund back. Anderson stated that reserves are for "rainy days" and feels that this constitutes a raining day. Timm stated that if we didn't move forward we would have some high end maintenance issues to deal with, noting that they all agree that they are not happy with the bid prices. King stated that he felt we are already closing in on the 1.6 million and have invested in the engineering and should move forward with financing options. He stated that a decision should be made at the next meeting.

- E. 11th Ave. Realignment – Professional Services Agreement-** During the planning process of various projects needed in the Northwest Area to accommodate the new school, Olmsted County was requesting a realignment of 11<sup>th</sup> Ave. NW be completed through Bear Cave Park. Due to the fact that federal LAWCON funds were used for the original purchase of the Park, any changes regarding the land needs to be approved by the Federal Park System. SEH has submitted a Professional Services Agreement in the amount of \$9,700 for a conceptual design of the transportation improvements needed for the realignment. Neubauer suggested that the funds come from the Street and Park funds.

Council questioned the timing of the realignment. Schimmel stated that the County hasn't given us an exact date, but that any future development such as Bear Cave Estates could play into the decision to require the realignment.

Stensrud questioned whether funds coming from the Park fund would limit any planned park projects. Neubauer stated that it shouldn't be a problem.

Motion by Stensrud, second by Anderson to approve the Professional Services Agreement with SEH. Unanimously approved.

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

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

- Sympathy to the Families of: Wayne Briese, Richard Langerud, Ron Hoffman, Lorraine Johnson, Dick Koenig, Gladys Claeys, Anneliese Laske, Del Johnson and Nancy Reagan.
- Congratulations to Aulden & Virginia Winch who will be celebrating their 70 years together on March 15<sup>th</sup>.
- Dad's Belgian Waffle breakfast will be held on March 13<sup>th</sup> sponsored by the Lions club
- Start St. Patty's day early with Corned beef & Cabbage on March 12<sup>th</sup> at the American Legion
- March 20<sup>th</sup> will be the date for the Dog Park bowling fundraiser at Striker's.
- Low to moderate income families can receive help with their tax returns – call 297-1958 for an appointment.
- The Toast & Taste is fast approaching – make sure you purchase your tickets!

### **B. City Administrator-**

- Bi-Weekly Report
- School Tours are being scheduled
- Workshop is planned for April 13<sup>th</sup> – submit your agenda items to staff

### **C. Finance Director –**

- Audit has started

### **D. Public Works Director –**

- Water/Wastewater Feb Report
- Fixing sod damage
- Sweeping streets
- Fixing sidewalks
- Tiling of gardens

### **E. Library Director -**

- No report

### **F. Fire Chief Report – No report**

### **G. City Engineer – No report**

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

A. Chamber of Commerce – 2016 Calendar of Events, TOPICS/Sharing the Journey

B. EDA/HRA – No report

C. Finance- Minutes of March 2<sup>nd</sup>

D. Library- No report

E. Park Board – No report

F. Personnel- No report

G. Planning & Zoning - Minutes of March 2<sup>nd</sup>

H. Public Safety/Safety Committee- Deputy Breitenbach announced he will be retiring from the Sheriff's Office on March 25<sup>th</sup>. Council wished him good luck.

- I. Public Works- No report
- J. RAEDI – Minutes of Dec 15<sup>th</sup>
- K. ROCOG- No report
- L. STEW180– No report
- M. Transit Advisory Committee –Minutes of Feb 26<sup>th</sup> & 2015 Stats

**IX. COMMUNICATIONS**

- A. Sheriff's Dept News letter
- B. MN Energy Correspondence

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

**XI. ADJOURN – Motion by Anderson, second by Timm. Unanimously approved.**

Respectfully submitted,

Cheryl Roeder  
City Clerk