

**City of Stewartville
City Council Regular Meeting Minutes
Stewartville Fire Hall
August 25, 2015**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – ROLL CALL – Mayor King called the meeting to order on August 25, 2015 at 7:00 pm. Present: King, Timm, Uptagrafft and Anderson. Absent: Stensrud. Also Present: City Administrator Schimmel, Finance Director Neubauer, Director Johnson and City Clerk Roeder.

III. APPROVAL OF AGENDA – Motion by Anderson, second by Uptagrafft to approve the agenda. Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES-

Motion by Timm, second by Anderson to approve Council meeting minutes of August 11, 2015. Unanimously approved.

V. FINANCE AND BUDGET

Motion by King, second by Anderson to approve the accounts payable listing, subject to holding the WHKS check. King noted that he wanted a few questions on the recent water tower painting answered prior to releasing the check. Unanimously approved.

VI. GENERAL BUSINESS

A. 2016 CIP Public Hearing – Mayor King opened a public hearing to consider the 2016 CIP project. City Engineer Strauss presented background information on CIP projects, noting that each street is evaluated after an infrastructure investigation is completed. The 2016 project will include 2 project areas – Northeast area 4th St NE from Hwy 63 to 4th Ave. NE, including 3rd Ave and 5th St. NE. The Southwest area includes 6th Ave SE from 6th St to the high school parking lot. Strauss explained that the NE area would consist of roadway improvements, sanitary sewer reconstruction and watermain reconstruction. He noted that the SW area would be roadway construction including subdrain.

Strauss answered general questions from the public in regards to the projects. Uptagrafft suggested that a trail/path be added to 6th Ave SW, noting that this would eliminate parking on one side and provide a safer route for those walking/biking. Strauss stated that bids would be approved in March and the project would start late spring/early summer. The neighborhoods were encouraged to attend the meeting held with the contractor when it occurs, noting that the majority of their questions would be answered at that time. King indicated that we have had great success with those meetings and the contractors have worked well with property owners. Mayor King closed the hearing and asked for Council consideration.

Motion by Timm, second by Uptagrafft to approve Resolution 2015-24, A Resolution Ordering Improvements/Plan for 2016 CIP Project. Unanimously approved.

B. Budget 2016 – Council heard budget requests from the Historical Society in the amount of \$2,500, Stewartville Library in the amount of \$45,337 and Park Board in the amount of \$75,000. Council will consider the request at their budget workshop.

- C. Variance - 312 Luella Place NE-** Builder Jon Range is seeking approval of a 6.4' variance from the 20' rear yard requirement in order to build a 12x16 deck. Range noted that it was his mistake that the variance was required and apologized, noting that this will not happen again. The Planning Commission is recommending approval of the request.

Motion by Timm, second by Anderson to adopt Resolution 2015-25, A Resolution Approving the Variance at 312 Luella Place NE. Unanimously approved.

- D. WWTF Phase Three Project-** Tom Madden, SEH appeared before Council to present the Feasibility Study on Phase Three of the facility. Madden noted that in 2008, Yaggy Colby Assoc. compiled a facility plan that identified a number of improvements that were to be implemented in four stages. Madden outlined Phase Three improvements as being: Addition of sand drying beds, Replacement of sludge storage tank aeration equipment, Maintenance of the clarifier support bridges and Addition of a cominuter to the influent lift station to prevent pump plugging. He informed the Council that the estimated cost would be \$1,801,800.

Motion by Anderson, second by Timm to approve Resolution 2015-26, A Resolution Receiving the Feasibility Study and Ordering Preparation of Plans. Unanimously approved.

- E. Fire Relief Association –** The Fire Relief Association has approved changes in the by-laws regarding the benefit sum per year in regards to sick and disability benefits, death benefits and pensions. They have approved a rate increase from \$2,650 to \$2,950 and are asking that City Council approve the change. King questioned why the rate increase the past two years. Jarett Jones, Fire Relief Association Treasurer replied that it is in the best interest of the Association to review the contribution holdings so that pensions can be maintained and either increased or decreased as needed.

Motion by Uptagrafft, second by Timm to approve Resolution 2015-27, Amending the By-Laws of the Stewartville Fire Department Relief Association. Unanimously approved.

- F. 2015 CIP Project –** Neubauer stated that the next step in the assessment process was to approve the sale of the \$220,000 General Obligation Special Assessment Bond. She noted that Bremer Bank is purchasing the bond and the city will use special assessment receipts to pay back at 3.1% annual interest for 10 years.

Motion by Timm, second by Uptagrafft to approve Resolution 2015-28, A Resolution Providing for the Issuance and Sale of the GO Improvement Bond, Series 21015A. Unanimously approved.

- G. 1997 Nursing Home Revenue Bonds-** Neubauer reported that Care Center Administrator Gene Gustason asked that we call the bond as they have the proceeds (\$145,000) to pay off this bond two years early.

Motion by Uptagrafft, second by Anderson to approve Resolution 2015-29, A Resolution Calling of the Redemption of the Outstanding Nursing Home Revenue Bonds, Series 1997A. Unanimously approved.

- H. Snow Emergency Ordinance-** Mayor King informed Council that this was the second reading of the ordinance pertaining to our snow emergency ordinance. King read the ordinance, noting that the change is that we no longer need 2" of snow to ticket vehicles in order to an emergency to be called.

Motion by Anderson, second by Uptagrafft to approve Ordinance 2015-1, An Ordinance Amending Section 700.10, Snow Emergency Ordinance. Unanimously approved.

- I. Park Ordinance Amendment-** The Safety Committee, based on a request from Deputy Breitenbach, is recommending that the park ordinance reflect the names of our parks, including the swimming pool. Mayor King read the first reading of the ordinance, noting that approval will be considered at the Sept 8th meeting.
- J. Maplebrook Trail-** Schimmel presented a Letter of Understanding that would be presented to the Maplebrook Association Board in regards to the City taking over the trail and bridge. He stated that the Association will be responsible for all fees required for the transfer.

Motion by Uptagrafft, second by Timm to approve the Letter Of Understanding as prepared. Unanimously approved.

VII. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor-** King commented on the following:
- Sympathy to the Families of: Phil Wohlhuter, Frances Conant, Peter Jestus, JoAnn Luther, Joanne Amos and Cheryl Keehn
 - Happy 100th Birthday to Myrtle Bell Tjepkes – she has 176 grand, great grand and great, great grandchildren!
 - Happy 91st Birthday Carol Petersen
 - Happy 95th Birthday Aulden Winch
 - Good luck to all the kids who are starting back to school
 - Football Boosters Food & Fun Nite – Saturday Aug 29th
 - Sportsman’s Nigh Out – Saturday Aug 29th
 - Tuesday’s Off Main – great food by Anthony’s Wood Fire pizza and the CAA serves burgers/dogs/grilled chicken & ribs every week. Garden Produce is available
- B. City Administrator–**
- Bi-Weekly Report
- C. Finance Director –**
- Budget Workshop – Sept 2nd 5:45
- D. Public Works Director –** No report
- E. Library Director –**
- July Update
- F. Fire Chief Report –** No Report
- G. City Engineer –** No Report

VIII. COMMITTEE, COMMISSIONS AND BOARD REPORTS

- A. Chamber of Commerce – Progress 63/90 Meeting Script
- B. EDA/HRA –
- DMC/Journey to Growth Forum – Sept 16th
 - Minutes of Aug 12th & Aug 18th
- 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 – No report
- K. ROCOG- Minutes of June 19th
- L. STEW180– No report
- M. Transit Advisory Committee – Minutes of July 30th
- N. WWTF – July O&M report

IX. COMMUNICATIONS

- A. Franchise Assignment Correspondence

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

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

Respectfully submitted,

Cheryl Roeder
City Clerk