**City of Stewartville**

**City Council Meeting Minutes**

**Stewartville City Hall**

**September 13, 2016**

1. **PLEDGE OF ALLEGIANCE**
2. **CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on September 13, 2016 at 7:00 pm. Present: King, Stensrud, Timm, Anderson and Uptagrafft. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens, Fire Chief Swisher and City Clerk Roeder.
3. **APPROVAL OF AGENDA**Motion by Anderson, second by Timm to approve the agenda. Unanimously approved.
4. **APPROVAL OF COUNCIL MEETING MINUTES**

Motion by Stensrud, second by Anderson to approve the minutes of August 23, 2016. Unanimously approved.

1. **FINANCE AND BUDGET**

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

1. **GENERAL BUSINESS**
2. **Public Hearing – NW Improvements**– Mayor King opened a public hearing to consider the proposed assessments for the 11th Ave. and 20th St. NW Improvement Project. Neubauer outlined the City requirements, noting that according to State Statute if there were any objections, they need to be turned in prior to the ending of the public hearing. Neubauer stated that the final cost for 11th Ave. NW was $1,789,659. She stated that School District #534 would be assessed $1,734,649 for the road, $19,530 for the 1st seal coat and $55,000 for area utilities. Neubauer reported that the final cost for 20th St. NW was $259,211. The City share was $206,579 and Petersen Family Trust - $7,894 due and $44,737 deferred until the land is annexed. Neubauer outlined the appeal process for those in attendance.

Members of the Petersen family stated that they had no objections to the assessments and thanked the city for working with them.

Schimmel stated that he had talked to Dr. Thompson and the District had no objections.

Mayor King closed the hearing and opened the Council meeting.

Motion by Timm, second by Uptagrafft to approve Resolution 2016-19, A Resolution Adopting Assessments for the NW Improvement Projects. Unanimously approved.

1. **Public Hearing – Petersen 6th Final Plat-** Mayor King opened the public hearing to consider the final plat for Petersen 6th Subdivision. Roeder stated that prior to signing the plat, Radcliffe will sign a Development Agreement, Pedestrian Easement and Storm Water Facility Maintenance Agreement. Councilmember Timm stated that the Planning Commission reviewed the plat on Sept 6th and no concerns were noted. Mayor King closed the hearing and opened the Council meeting.

Motion by Anderson, second by Timm to approve Resolution 2016-20, A Resolution Approving the Final Plat of Petersen 6th Subdivision. Unanimously approved.

1. **Public Hearing – Schumann Business Park 3rd -** Mayor King opened a public hearing to consider the final plat for Schumann Business Park. Roeder stated that the re-platting of Schumann’s Business park needed to be done as Integrity Commercial Holdings, LLC are planning a project where the building would sit on two lots that are currently platted in the 1st and 2nd subdivisions, which isn’t allowable under Olmsted County requirements. Timm noted that the Planning Commission reviewed the plat earlier in the evening and no concerns were noted.

Mayor King closed the public hearing and opened the Council meeting.

Motion by Stensrud, second by Anderson to approve Resolution 2016-21, A Resolution Approving the Final Plat of Schumann Business Park Third. Unanimously approved.

1. **2017 & 2018 CIP –** City Engineer Jenna Obernolte appeared before Council to present the Feasibility Study for the 2017 & 2018 CIP.

2017 – 6th St. NE &Fairway Crt N

Obernolte stated that 6th St. NE & Fairway Crt N were built in 1973 & 1977. She reported that the pavement deterioration shows large patched areas, potholes and alligator cracking. She stated that the clay sanitary sewer is in good condition but there is a history of watermain breaks due to pipe corrosion. Obernolte is proposing a reconstruction project for watermain/services, storm sewer and street. She noted that sidewalks were included due to the City’s Complete Streets Policy. Project estimates are a total cost of $1,697,073 with the City share $1,467,551 and assessing property owners $229,521 ($79.21/LF).

2018 – 12th Ave. NE

Obernolte stated that the street was built in 1977 as a collector street (45’ F-F). She stated that the pavement deterioration showed large patched areas, potholes and alligator cracking. She noted that the clay sanitary sewer is in good condition although there has been a history of watermain breaks due to pipe corrosion. Obernolte was proposing two options for the 2018 project.

Option A – Reconstruction of watermain/services, storm sewer and street. She was proposing a 36’ F-F street which would require reconstruction of storm sewer and addition of sidewalk. Project estimate of Option A – total cost $1,359,530 with the City share of $1,143,467 and assessing property owners $216,062 ($69.55/ LF).

Option B – Reconstruction of watermain/services, storm sewer and street. This option included a 45’ F-F and addition of sidewalks. Project estimate of Option B – Total cost $1,329,071 with the City share $1,131,046 and assessing property owners $198,024 ($62.73/LF).

2018 – Luella Place NE

Obernolte stated that the street was built in 2003 and shows pavement and gutter settlement due to utility service installation. She noted that the utilities are in good condition. Obernolte was also proposing two options for Luella Place NE.

Option A – Remove and replace settled curb sections w/mill and overlay. Project estimate of Option A was - total cost $110,925 with the City share $83,587 and assessing property owners $27,338 ($24,50 LF).

Option B – Reconstruct curb and gutter, reclaim pavement and construct new pavement section and add drainable base and subdrain. Project estimate of Option B was $263,176 with City share $197,775 and assessing property owners $65,400 ($58.60 LF).

Uptagrafft questioned the problem with the services settling on Luella Place. Obernolte stated that she checked into the background of Luella Place and noted there was no full time inspections and no compaction testing was done. Council expressed their disappointment in the roadway and indicated that is one reason why full time inspectors were required on all projects at this time.

Motion by Anderson, second by Uptagrafft to approve Resolution 2016-22, A Resolution Receiving the Feasibility Study and Calling a Public Hearing on 2017 CIP. Unanimously approved.

1. **2017 Budget –** Neubauer stated that Council directed staff to prepare a proposed certified levy based on the proposed preliminary 2017 budget of $7,421,181. This amounts to a proposed levy of $2,894,905, an increase of $342,318 from the 2016 certified levy of $2,552,587. She noted that the levy was made up of the operating levy of $2,618,967, swimming pool referendum of $141,880 and fire hall referendum of $134,058. She asked that Council approve the proposed tax levy and set a Truth and Taxation public hearing.

Motion by Timm, second by Uptgrafft to approve Resoltuion 2016-23, A Resolution Approving 2016 Proposed Tax Levy Collectible in 2017. Unanimously approved.

Motion by Timm, second by Uptagrafft to set the Truth & Taxation Hearing for Tuesday, December 6th at 7:00pm. Unanimously approved.

1. **Ordinance Amendment-**Mayor King reported that this was the 2nd reading of an Ordinance approving an additional $25 per special meeting elected officials. He stated that as per MN State Statutes the salary adjustment would not go into effect until January 2017.

Motion by Uptagrafft, second by Timm to approve Ordinance 2016-7, An Ordinance Amending Chapter 2 – Administration and Operations. Unanimously approved.

1. **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 October 22 and October 29th.

Motion by Stensrud, second by Anderson to approve the license transfer for October 22nd and October 29th, subject to proper application. Unanimously approved.

1. **Fire Dept Request-** Tanker #1 was purchased in 2010 and has been in for service with a number of issues associated with the pneumatic pump valves, pump plumbing and the direct fill valve piping into the water tank. The Fire Dept is seeking permission to repair these items and add additional items to increase the efficiency of the apparatus for the remaining 25 years of its life expectancy. Funds for the repair/additions of an estimated cost of $28,690would be taken from the 2016 operating budget and Fire Dept equipment revolving fund.

Motion by Uptagrafft, second by Timm to approve the request as submitted. Unanimously approved.

1. **MAYOR, STAFF AND CONSULTANTS REPORTS**
2. Mayor- King commented on the following:
   * Sympathy to the Families of: Sylvester Carolan, Ed Smith, Bridget Hale, Patrick Halverson, Art Hermanson, Theresa Rose, Veronica Mussell, Adele Zimmerman, Lorraine Greenslade, Polly Zodrow , Donnie Jordan and Harriet Neubauer
   * Congratulations to Deputy Strelow & his new wife!
   * Trash & Treasure Day – Sept 24th
   * Fall Festival – Oct 1st
   * BCI Open House – Oct 1st
   * Pets in the Park – Oct 8th
   * Congrats to the SHS Choir – you sounded great at the TWINS game
   * Due to canvasing Election Day results under State Statute we will only have one meeting in Nov – Nov 15th
   * Sept 27th meeting will be held at the Fire Hall
3. City Administrator–
   * Bi-Weekly Report
   * Councilmember Nelson has requested that the garbage hauler issue be placed on an upcoming agenda.

1. Finance Director
   * No Report
2. Public Works Director –
   * Updates on various street projects
   * Bear Cave seeding is in the works
   * Work continues on WWTP
   * Parking lot/trail projects have started
3. Library Director -
   * No report
4. Fire Chief Report –
   * Delivered baby this week at the fire hall
   * Working on Grants – received 50/50 from OSHA
   * Gearing up for Fire Prevention week – lots of activities
5. City Engineer **–**
   * Project Status Report
6. **COMMITTEE, COMMISSIONS AND BOARD REPORTS**
7. Chamber of Commerce: Election Forum – Oct 6th
8. EDA/HRA: Minutes of Aug 16th
9. Finance: No Report
10. Library: No Report
11. Park Board: Mtg update – Discussion at Personnel Committee for Director
12. Personnel: Minutes of Aug 15th – also scheduling a mtg to look at the restructuring of public works.
13. Planning & Zoning: Minutes of Sept 6th
14. Public Safety/Safety Committee: No Report
15. Public Works: No Report
16. RAEDI: No Report
17. ROCOG: No Report
18. STEW180: No Report
19. Transit Advisory Committee**:**  No Report
20. **COMMUNICATIONS**
21. Sheriff’s September Newsletter
22. Workforce Symposium – Oct 25th
23. **RECOGNITION OF GUEST(S) OPEN MIC -** Nels Pierson appeared before Council as he is asking voters to re-elect him in November. He stated that he doubts that a special session will be called. Council expressed their disappointment because of the Transportation bill that wasn’t passed and Local Government Aid that will be lost.

Council candidates Jacob Danielson, Jeremy Oeltjen and Brent Beyer introduced themselves to the Mayor & Council.

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

Respectfully submitted,

Cheryl Roeder

City Clerk