

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

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on July 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 Uptagrafft, second by Stensrud to approve the agenda. Unanimously approved.

**IV. APPROVAL OF COUNCIL MEETING MINUTES**

Motion by Timm, second by Anderson to approve the minutes of July 12, 2016. Unanimously approved.

**V. FINANCE AND BUDGET**

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

Finance Director Neubauer presented the 2<sup>nd</sup> Qtr Financial Report. Neubauer noted that these were the 2<sup>nd</sup> Qtr Financial reports ending June 30, 2016. She noted that the percent of budget should be no more than 50%. She reminded Council that this report does not reflect first half of the property taxes and LGA payments as they are received in July.

**VI. GENERAL BUSINESS**

A. **2016 CIP** – Bev Noble appeared before the Council and requested consideration of adding back her sidewalk at 106 5<sup>th</sup> St. NE. She stated that people are cutting across her yard to get to Kwik Trip. She stated that during the winter months they won't be able to use her lawn due to the snow which means that pedestrians will need to get to Kwik Trip by entering thru their driveway, which she feels is a safety issue. She stated that she had a sidewalk and kept it clean prior to the project.

Schimmel stated that there were sidewalks prior to the project, but that the street had to be widened at the East end to make a better turn around, which eliminated most of the right-of-way and since there was no connection or link the sidewalk had been eliminated from the project and was talked about at the neighborhood meeting.

Timm requested that the request be tabled so that Council could look at the area.

Motion by Timm, second by Stensrud to table the request so that Council could look at the area before making a decision. Unanimously approved.

B. **Stormwater Ponds** – Mayor King reported that the City has been receiving complaints regarding a few Stormwater ponds and whether they are able to do their jobs during heavy rain events, due to the significant vegetative growth since the ponds were developed. It was noted that that because these ponds are connected to other elements of the overall Stormwater system, the City has an interest in the adequate functioning of the facilities. Discussion has been had over the past few years on whether the City should take over the ponds and the

financial impact it may have. It was noted that if that were to happen, the ponds should be brought back to their original design before the City would accept them.

Members from area neighborhoods of the Maplebrook and Radcliffe Subdivision ponds were in attendance to voice their concerns. Each group stated that they felt that both ponds had been neglected and they were becoming overgrown with trees/weeds, etc.

Roeder stated that SEH compiled a report in 2013 and each pond was inspected at that time. She stated that all ponds were working but they did show growth of vegetation. She stated that it was suggested that the owners follow the MPCA's Managing Stormwater Sediment Best Management Practice Guidelines.

Mayor King thanked the residents for coming in to discuss this issue. He stated that the Council has talked this over many times and are talking seriously about taking them over but need to figure out the financing part of the issue.

Motion by Timm, second by Stensrud to order the owners to clean up the ponds according to MPCA's Managing Stormwater Sediment Best Management Practice Guidelines by March 2018. Unanimously approved.

- C. **Capital Improvement Projects** – Two projects have been identified for the 2017 and 2018 CIP. These are 6<sup>th</sup> St. NE (600-1000 block) and Fairway Crt N as one project and 12<sup>th</sup> Ave. NE (100-500 block); Sunrise Crt; 3<sup>rd</sup> St. NE (1200 block); 5<sup>th</sup> St. NE (1200 block) and Luella Place (200 block) as the second project. Staff is recommending that a Feasibility Study be completed to get a better cost estimate on the projects so that Council could decide which project they may want to do first. The cost of the Feasibility Study ranges between \$10,000-\$15,000.

Stensrud questioned whether we received any concession on Luella Place since the life span of the street didn't last to our expectations. King reminded Council that past Council had decided to not have an inspector on the project and felt that the issue was on both sides. Stensrud stated that it was irritating that there was no accountability.

Motion by Timm, second by Anderson to approve Resolution 2016-14, Ordering the preparation of a Feasibility Study on the 2017 & 2018 CIP. Unanimously approved.

- D. **Temporary Health Care Family Dwellings** – A new law was passed during this legislative session in regards to temporary housing while caring for a mentally or physically impaired person. The law limits and/or alters the City's zoning and licensing. The new laws gives cities the option of "opting" out of the requirement. By opting-out, this will give us time to review the State requirements and to research options.

Motion by Stensrud, second by Timm to adopt Ordinance 2016-6, An Ordinance Amending Chapter 13 Zoning – Opting Out of the Requirements of MN Statutes, Section 462.3593. Unanimously approved.

- E. **Ordinance Amendment** - The Council recently designated three areas for No-Parking and an Ordinance is required. The areas are 1) North side of 4<sup>th</sup> St. NE from Main St to 2<sup>nd</sup> Ave. NE 2) 6<sup>th</sup> Ave SW from 6<sup>th</sup> St. SW (CSAH 6) to 1,070' south of 3<sup>rd</sup> St. SW and on the West side of 6<sup>th</sup> Ave. SW from 1,070' south of 3<sup>rd</sup> St. SW to 620' south of 3<sup>rd</sup> St. SW. 3) Fire Dept parking lot.

Motion by Uptagrafft, second by Stensrud to approve Ordinance 2016-7, An Ordinance Amending Chapter 7 Traffic & Vehicles. Unanimously approved.

- F. **Salary Adjustment**-The Personnel Committee is recommending that the Pool Director be classified under Grade 12. They are also recommending that for the 2016 season the salary be set at 1/3 (not full-time) of Step 1 which would be \$15,290.

Motion by Timm, second by Uptagrafft to include the Pool Director position in Grade 12 and to adjust the salary for 2016 to 1/3 of Step 1. Unanimously approved.

- G. **Transfer of Liquor License** – The following bars are requesting to utilize MN State Statute 340A.404 Sub. 4, to sell intoxicating liquor at the Civic Center for weddings. Johnny Ringo's on August 6<sup>th</sup> and Striker's Corner on Sept 10<sup>th</sup> and Oct 1<sup>st</sup>.

Motion by Anderson, second by Stensrud to approve the transfers as submitted, subject to proper application. Unanimously approved.

## VII. MAYOR, STAFF AND CONSULTANTS REPORTS

- A. Mayor- King commented on the following:

- Sympathy to the Families of: Agnes Soll, Jim Slightam, Kate Towey, Ron Hatcher and SueAnne Paddock.
- National Night Out – August 2<sup>nd</sup> - Be sure to register!
- Stewartville Community Ed will be presenting CATS – check the STAR for show dates/time.
- MH16 will be held this weekend at Ironwood Christian Ranch.
- Dog Days of Summer Celebration will be held on Aug 4<sup>th</sup>
- Center for Active Adults will be holding their Summer Tea on Aug 20<sup>th</sup>

- B. City Administrator–

- Bi-Weekly Report
- Reminder to citizens to help monitor illegal dumping of garbage and construction debris at the dump!
- Demographer's 2015 Population Estimate

- C. Finance Director

- Operation Round Up – \$1,000 grant for handicapped playground equipment
- Working on 2017 Budget

- D. Public Works Director –

- Updates on various street projects
- Reminder calls to Elcor to finish Bear Cave Park
- Tree dump has been moved
- Main Street flower baskets removed – flowers were dying – iron deficiency
- Water/Wastewater June Report

- E. Library Director -

- Monthly Report
- June events – Pancakes and Stories, STARLAB, Traveling Library and Open Swimming

- F. Fire Chief Report –

- No Report

- G. City Engineer –

- No Report

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

- A. Chamber of Commerce: eNews
- B. EDA/HRA: Minutes of July 19<sup>th</sup> & J2G Qrtly Meeting Update
- C. Finance: Minutes of July 13<sup>th</sup>
- 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: No Report
- L. STEW180: No Report
- M. Transit Advisory Committee: No Report

**IX. COMMUNICATIONS**

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

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

Respectfully submitted,

Cheryl Roeder  
City Clerk