

**City of Stewartville  
City Council Meeting Minutes  
Stewartville City Hall  
March 22, 2016**

**I. PLEDGE OF ALLEGIANCE**

**II. Mayor King called for a moment of silence for the victims of the Brussels attack.**

**III. CALL TO ORDER – ROLL CALL** Mayor King called the meeting to order on March 22, 2016 at 7:00 pm. Present: King, Stensrud, Timm and Anderson. Also Present: City Administrator Schimmel, Finance Director Neubauer, Public Works Director Stevens, Library Director Johnson and City Clerk Roeder.

**IV. APPROVAL OF AGENDA**

Motion by Stensrud, second by Timm to approve the agenda. Unanimously approved.

**V. APPROVAL OF COUNCIL MEETING MINUTES**

Motion by Anderson, second by Timm to approve the regular Council meeting minutes of March 8, 2016. Voting in favor: Anderson, Timm, Stensrud and King. Abstaining: Uptagrafft. Motion carried.

**VI. FINANCE AND BUDGET**

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

**VII. GENERAL BUSINESS**

**A. WWTP – Phase 3** – As per Council instructions, staff has reviewed the financing options for the Phase 3 project. It was noted that the low bid was \$3,150,000 and higher than the estimated cost. Neubauer stated that Council requested that Phase 4 be researched at this time to see if it was feasible to combine the two phases. She stated that Phase 4 is estimated to add an additional \$1.5 million to the project which would invariably make for a recommendation to increase the sewer rates for a capacity that is not projected to be needed until the population is in the 7,500 range. The subsequent added capacity to the WWTP would then also put the plan in a Class A Treatment Classification, which would be additional MPCA licensing and treatment requirements.

Staff is recommending that Council enter into contract with Wapasha Construction and to approve the financing option as prepared. Uptagrafft apologized for missing the last meeting and asked that Engineer Madden explain again why the high bids were received. Madden stated that the number he produced as an estimate wasn't accurate. He stated that the problem with treatment plant projects is that our plant isn't like anyone else's and it's hard to get an exact cost as there are no others to compare with. He again apologized to the Council for the mistake.

King questioned the financing option, asking if the City's intention was to use the reserves in the sewer funds and to possibly go without an increase in sewer rates. Neubauer responded that he was accurate.

Motion by Timm, second by Anderson to approve Resolution 2016-12, A Resolution Awarding the Contract for Phase III – Wastewater Treatment Plant Project. Voting in favor: Timm, Anderson, Uptagrafft and King. Voting against Stensrud. Motion carried.

Motion by Anderson, second by Timm to approve the financing option as submitted. Voting in favor: Anderson, Timm, Uptagrafft and King. Voting against: Stensrud. Motion carried.

- B. Joseph Development – Request for Exclusive Rights-** Developer Joe Weis is requesting Exclusive Rights for 6 months on the City owned property located south and west of 423 S Main St. Weis is interested in constructing an affordable housing complex on the property. The project consists of a 30 unit multifamily facility with 62 parking spaces. The project would be partially funded using the Minnesota Housing Tax Credit program.

The EDA has discussed the project at a number of meetings and has also received public comments and concerns. The EDA is recommending that Council deny the request for Exclusive Rights as they felt the location site is not conducive for housing as it is located in the Central Business District.

Anderson thanked Weiss for looking into a project which he feels is a need in Stewartville but agrees with the EDA that a different location would be better suitable. The Council encouraged Weis to continue looking for a site.

Motion by Stensrud, second by Anderson to deny the request for a 6 month Exclusive Rights agreement. Unanimously approved.

- C. City Attorney-** Due to the retirement of City Attorney Joe Guzinski, the City will need to appoint new legal counsel for the city beginning on April 1<sup>st</sup>. This appointment would be to fill the remaining term for the city's legal representation through the remainder of the year. Staff met with the law firm of Weber, Leth & Woessner as recommended by Guzinski. Schimmel stated that this firm has worked for the City of Dodge Center for many years and has recently taken on the City of Kasson as a result of Joe Guzinski retiring.

Motion by Uptagrafft, second by King to approve the appointment of Weber, Leth & Woessner. Unanimously approved.

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

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

- Sympathy to the Families of: Ruth Jensen, Ellen Johnson, Norman Jacobson, Bettie Smith, Millie Liskow, Charles Hubert and Kenny Anderson Jr.
- Food for Kidz – April 9<sup>th</sup> – contact Mary Brouillard if you are interested in volunteering or donating to this cause.
- Sons of the American Legion are sponsoring an Easter Egg Hunt on Saturday, March 26<sup>th</sup> at Florence Park.
- April 1<sup>th</sup> – Morning Lions Meal w/a Peel
- March 30<sup>th</sup> Zion Youth Food Drive
- 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
- J2G Quarterly meeting at Riverview Greens – April 13<sup>th</sup> at 11:30.
- Street tour – April 20<sup>th</sup> at 5pm

**C. Finance Director**

- On-site audit is complete. Presentation in May.

**D. Public Works Director –**

- NW water tower is empty – trouble finding a contractor
- NW Utility work has started again

**E. Library Director -**

- Monthly Report

**F. Fire Chief Report – No report**

**G. City Engineer – No report**

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

- A. Chamber of Commerce: e-News, 2016 Calendar of Events, TOPICS/Sharing the Journey
- B. EDA/HRA: Minutes of March 9<sup>th</sup> & March 15<sup>th</sup>
- 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: Deputy Breitenbach introduced our new deputy, Mike Strelow. Mike gave us his background and was welcomed by the Mayor and Council.
- I. Public Works: No report
- J. RAEDI: No report
- K. ROCOG: No report
- L. STEW180: No report
- M. Transit Advisory Committee: No report

**X. COMMUNICATIONS**

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

**XII. ADJOURN – Motion by Anderson, second by Uptagrafft. Unanimously approved.**

Respectfully submitted,

Cheryl Roeder  
City Clerk