

July 21, 2014

CALL TO ORDER: Mayor Schmiedeberg called the meeting to order at 5:30 p.m. Council members present were Cindy Adams, Jim Erickson, Dan Goldstrand and Joyce Storeby. Also present were city employees Robert Anderson and Megan Hanson. Darlene Brown and Ardell Larson were also present.

ADDITIONS TO THE AGENDA: Clerk reported one additional building permit application for Nancy Olson. **M/S/P – Storeby/Goldstrand** to approve the agenda.

PUBLIC FORUM: Darlene Brown reported that cars have been driving over the speed limit in town, Council instructed her to call the Sheriff's Department. Clerk reported three water shut-off's: Jesse Coffield owes \$221.36, Eddie Cozzen owes \$245.56 and Ronnie Olson owes \$231.61. Water will be shut off on Wednesday, July 23, 2014 if payment is not received in full.

REVOLVING LOAN FUND COMMITTEE: Council reviewed a Revolving Loan Fund application from Ardell Larson. She is requesting \$30,000 for working capital to increase festival attendance at Kick'n Up Kountry. Clerk reported that Larson is current with her payments. Council would like Larson to check with the City of Karlstad and with the Kittson County EDA to see if they have any funding available. After much discussion Council decided to table the application until next month.

APPROVAL OF MINUTES: Council reviewed the June 16 and June 30, 2014 minutes. There was a lot of discussion about what should be included in the minutes. Council would like the Clerk to rewrite the June 16, 2014 minutes and bring to the next meeting for approval. **M/S/P – Goldstrand/Storeby** to table the June 16, 2014 Minutes and to approve the June 30, 2014 Minutes.

OLD BUSINESS:

• **Policy for City Equipment Use** – Council reviewed an email and some sample policies from the League of Minnesota Cities regarding city equipment being used for personal reasons. Adams brought in a newspaper clipping showing an ordinance that the City of Lancaster just recently passed regarding fire department equipment. Erickson asked about a pickup and some four-wheelers in Schmiedeberg's yard. After discussion, Council agreed there is no need for the Fire Department to have a policy as the City should have a policy which includes the Fire Department as their equipment belongs to the City. The policies that were reviewed were from larger cities, the Clerk would like to contact neighboring cities to see what policies they have. Council agreed to table it again until next month.

• **Other** – Clerk asked if Phiefer's had cleaned up their yard yet to move the shed onto as she still has not signed the building permit. Schmiedeberg had talked to them once but will again.

NEW BUSINESS:

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• **Building Permit Applications** – Council reviewed three building permit applications from Jennifer Rogers, Verlene Hill and Nancy Olson. **M/S/P – Adams/Storeby** to approve the applications.

• **Minnesota Department of Health Sanitary Survey Report** – Council reviewed a report from the MDH summarizing an on-site inspection of the community public water system. There were no deficiencies reported.

• **North Kittson Rural Water Rate Increase** – Council received notification that NKRW will be increasing their rates by 5% effective August 1, 2014. Council questioned whether there would be another increase at the start of next year. Council would like to have a public forum at the next regular meeting to discuss rates with residents. Clerk will check to see if Todd from NKRW would attend the meeting. Clerk will put information in the water bills about the meeting and will also put up signs asking residents to attend.

• **PERA Volunteer Firefighter Retirement Plan** - Council reviewed some information on the statewide retirement plan for firefighters. There is no required municipal contribution due in 2015.

• **DNR Land Sale** – The state plans to sell surplus land at a public auction in August 2014, however, they must first offer the land to the city for public purposes at an established minimum bid price. A letter dated July 1, 2014 requests that if the City desires to purchase the property, they must submit a written offer for the minimum price of \$5,625 within two weeks of the date of the letter. Council is not interested in obtaining the property for a public purpose at that price.

• **Other** – Council reviewed an invitation to a meeting the landfill is having on August 13, 2014 in Karlstad. Council Member Storeby brought in some information for Local Board of Appeal training sessions. There will be training in Crookston on August 13 and in Thief River Falls on August 20. Adams plans to attend the training in Thief River Falls. Clerk reported that filing begins on July 29 and ends on August 12. She asked whether or not the Council would like to have a Sunday Liquor question on the ballot, they decided not to. Clerk was asked by Barb O'Hara if the City had a designated storm shelter, the City does not. It appears as though the white tables at the school gym have disappeared; the tables are not to leave the building. Council will need to check the gym key sign out sheets at Cenex to see who may have taken them out.

MAINTENANCE REPORT: Anderson reported that Cenex had called and asked him to open up the gates to the ponds so that a truck could dump Cenex's septic waste into the lagoon. The City needs to find out whether or not this is allowed under their permit and if so what they should charge for it. Anderson reported that he had finished discharging last Wednesday and that Minnesota Pollution Control Agency had stopped last Thursday for an inspection of records, the lift station and the ponds. Some items that need to be addressed: There needs to be more rip rap along the edge, weeds need to be sprayed, the lift station should be calibrated twice a year,

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there are issues with the pond drains and the gates. The City will be receiving a letter in a few weeks. Anderson mentioned that he still needs to get paint for the curbs and blades for the grader.

BILLS TO BE AUDITED: The council reviewed the claims list for bills. Clerk reported one addition to Marco for \$55.60 for the copier agreement. Total claims were \$10,467.24 for the month. Fire Department bills totaled \$170.47. **M/S/P – Storeby/Erickson** to approve the claims list and pay bills.

ADJOURNMENT: M/S/P – Goldstrand/Adams to adjourn until the next regular scheduled council meeting at 5:30 p.m. on Monday, August 18, 2014. Meeting was adjourned at 7:45 p.m.

Megan Hanson, City Clerk