

## Minutes

November 19, 2019

General Meeting

**1) The meeting was called to order** by Mayor Bob Dablow at 7:00PM.

**a) Council Members present** were Bob Dablow, Tom Berglind, Adam Jenstead, Lloyd Helgeson and Drew Schwan.

**b) Others Present** were Wendy Otte/Clerk, Mike Kurkowski, Doug Smith and Brett Steele.

**2) The Pledge of Allegiance** was said.

**3) Previous Minutes**

**a) General Meeting – October 15, 2019**

**A MOTION** was made by Tom Berglind to approve the general meeting minutes for October 15, 2019. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**4) City Attorney – Zenas Baer**

**a) Hazardous Properties** – Nothing new.

**b) Ordinance Enforcement** – Drew has started getting the ordinances ready for the county, but it will take some time.

**5) City Engineer – Dan Hanson** – Not present to report.

**6) Amendments to Agenda** – none.

**7) Citizens Concerns** – none.

**8) Old Business**

**a) Kitchen Hood System** – Work has started and should be completed this week.

**b) Small Cities Grant Items** – There is 1 home completed, 2 that are ready to bid and 1 that has a bid to review. There is room for more applications if anyone is still interested in the program.

**c) Comprehensive Plan Update** – Nothing new.

**9) New Business**

**a) Midco Franchise Renewal** – Brett Steele with Midcontinent came in with a franchise renewal agreement which is done by ordinance, so we are doing the first reading tonight. There are a few changes to the previous agreement, but neither of them applies to the city. Brett will be back at the December meeting for the second reading.

**b) Lions Temporary Liquor License December 7<sup>th</sup>** – The lions are requesting a license for December 7<sup>th</sup> for a mixed stag.

**A MOTION** was made by Lloyd Helgeson to approve the temporary liquor license for the Lion's. It was 2<sup>nd</sup> by Tom Berglind and the motion carried. Adam Jenstead abstained.

**c) Property Next to Water Plant** – The property owner would like to sell the property and asked if the city was interested. The trailer home would need to be removed, so the city would like to offer 20 thousand dollars for the property as long as the taxes are paid up and the property is clean including the trailer home being removed. If the trailer home is not removed we would only offer 15 thousand and use the remaining 5 thousand to remove the

trailer home.

**A MOTION** was made by Tom Berglind to spend up to \$20,000.00 for the property including removal of the trailer if taxes are current. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**d) City Web-site** – Bob is meeting with someone on Thursday about updating the site.

**e) Mitigation Update** – Bob got a letter asking for updates to the city mitigation plan, he will update it and respond to the person who requested the update.

**f) Past Due Land Rent** – The owner of the colorful building on main street is months behind on the land rent to the city. They have been sent many notices and are still behind. The council would like to evict the building owner at 12 Main Street.

**A MOTION** was made by Adam Jenstead to evict the building owner at 12 Main Street. It was 2<sup>nd</sup> by Lloyd Helgeson and the motion carried.

Tom will post eviction notices on the building and will mail a notice to the owner as well.

**10) Maintenance Department** – Doug Smith – Not much going on, Doug will look at a security light for the back door of the community center. Tom wants to work with Doug on installing the security system in the water plant, Tom will install the cameras, but would like Doug to run the wires.

**11) Water/Sewer Department** – Mike Kurkowski – Mike has discharged twice in the last few weeks and the TSS levels have lowered greatly with the aerator. Mike spoke with the state yesterday and they would like ongoing information on the aerator use. The sander will be ready to go by the end of the month. .900 million gallons of water were pumped this month and 1.025 million gallons to the lagoons.

**a) DMR report** – Conformation was sent to Bob and Tom.

**12) Treasurers Report** – Looked over.

**13) Receipts, Disbursements & Claims** – Were looked over.

**A MOTION** was made by Drew Schwan to approve the Claims. It was 2<sup>nd</sup> by Adam Jenstead and the motion carried.

**14) Water/Sewer/Garbage Bills & Past Dues** – There are 3 to be shut off this month if payments aren't made by the 25<sup>th</sup>.

**b) Shut off Policy** – We have a policy regarding when shut offs should be completed by. Which is no later than the first Wednesday, after the first Monday, after the 25<sup>th</sup> of the month.

**A MOTION** was made by Tom Berglind to approve the shut off policy. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**15) Commissioner Reports**

**a) Health** – Adam Jenstead – Nothing to report.

**b) Weeds** – Bob Dablow – Not many weeds around.

**c) Emergency Management Director** – Randy Schmidt – Not present to report.

**d) Fire & Rescue** - Bob Dablow – Minutes and financials were looked over. The Fire District has proposed a \$65,000.00 budget for 2020, half to be paid by Elmwood Township and half to be paid by the City.

**e) Parks** – Adam Jenstead – Doug has picked up the liner for the ice rink, the boards need to be set up, Adam will contact the FD to fill the rink and he has the lighting timer installation lined up.

**f) Recycling** – Lloyd Helgeson – Nothing to report.

**g) Streets** – Tom Berglind – We need to make a sanding agreement with Mike. Mike has asked for \$300.00 per month to do the street sanding. The city will pay Mike \$300.00 per month, but Mike needs to invoice the City for the sanding work.

**h) Zoning** – Tom Berglind – Nothing to report.

We will have a budget meeting December 3<sup>rd</sup> at 6:00PM

**16) Adjournment**

**A MOTION** was made by Adam Jenstead to adjourn. It was 2<sup>nd</sup> by Tom Berglind and the motion carried.

The meeting adjourned at 8:42pm.

Respectfully Submitted

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Wendy Otte, City Clerk

Approved 12-17-19